



Brington & Whilton Pre-school

ADMISSIONS POLICY

1. We will ensure that Brington and Whilton Preschool is widely known to our local community, placing notices advertising the pre-school in various locations, and will do our best to accommodate families new to the area wherever possible.
2. Our admissions policy is based on a waiting list system and children are invited to attend on reaching the age of 2 years 6 months, in date of birth order. Wherever possible we aim to offer preferred sessions.
3. We have two groups at pre-school and we try to ensure children are in the year group which move onto school in September.
4. Our sessions run as following;

Monday	0930-1300 (incl. lunch session)
Wednesday	0930-1300 (incl. lunch session)
Friday	0930-1200

5. Emergency admissions will be catered for where possible in consultation with the Local Authority.
6. If a child is to be collected by someone other than the nominated parent/carer then a collection form must be completed. A child can only be released to someone known to us or by someone who has been nominated by the parent/carer. In the case that the person is unknown to staff then proof of identity and/or a password is required.

7. We do accept children in nappies/pull ups with the understanding that we all work together with toilet training.

8. Parents are billed for payment of fees at the start of each term. These are payable termly in advance. You are able to claim for the Nursery Education Grant the term after your child's third birthday-this will cover the cost of a session.