

Admissions Policy

Principles

At Rainbow Stop Playgroup we are a committed provider of equal opportunities. We support the local community by providing access to our setting regardless of religion, disability, linguistic needs, culture, sexual orientation, gender or age.

Admissions Criteria

Funded places will be allocated in the following order:

1. To children from socially disadvantaged circumstances, who were born between 2nd July and 1st July the following year. (The year will change with every new intake.)
2. To other children who were born between 2nd July and 1st July the following year.

A child from socially disadvantaged circumstances means a child whose parent is in receipt of Income Support or Income-based Job Seekers Allowance: where an award of income support has been 'converted' into an Employment & Support Allowance and the Social Security Agency has been confirmed that the level of benefit remains the same then the parent should continue to be treated as being 'socially disadvantaged'.

In the event of over subscription within any of the above criteria, children will be selected for admission using the following sub criteria agreed by the setting's Management Committee.

Admissions Sub-Criteria

- a. Children whose parent is employed by the playgroup or whose parents is or has been an active member of the playgroup committee in the past 3 years. (Active members must have 75% attendance record at Committee meetings).
- b. Children who attend Rainbow Stop Playgroup on or before 10 January. (this would be directly before they begin their funded pre-school place).
- c. Children with special medical or social needs who application is supported by an appropriate professional.
- d. Children whose brother/sister ha attended Rainbow Stop Playgroup.
- e. Children who named Rainbow Stop Playgroup as their first preference on the application form.
- f. Single child or eldest in the family.
- g. Remaining places in chronological order (eldest first). In the case of two children sharing the same date of birth, final selection will be on the basis of alphabetical order of surname. If two or more children have the same surname the alphabetical order of the forename will be used and if required thereafter subsequent forenames will be used.

Sub criterion g. will also be used as a deciding factor in the event of over subscription occurring when sub criterion a, b, c, d, e, or f is applied.

The above arrangements **do not** apply to fee paying places. Parents interested in obtaining fee paying place for your child in the playgroup should contact the playgroup leader directly.

When considering which children should be selected the Management Committee will only take into account the information provided on or attached to the application form. Parents should therefore

ensure that all information pertaining to their child and relevant to the playgroup's admission criteria is stated on the application form or attached to it. An example of such information includes whether the child is the eldest child.

The playgroup's policy on the consideration of applications after the admissions procedure are as per the admissions/information handbook.

Procedure

This will be achieved by:

- Ensuring the existence of the playgroup is widely known in all communities through advertising in our Equal Opportunities Policy.
- Make our Equal Opportunities Policy widely known.
- Describing the playgroup in terms which make it clear that it welcomes all sections of the community irrespective of gender, culture, ethnicity, religion and with or without special needs or disabilities.
- Admitting children for funded places from DENI according to stated criteria.

Admissions Criteria (As in admissions/information book)

- Afternoon part time places (fee paying). The number of part time places will be dependent on the number of PEAGs places allocated. So this will vary from year to year.
- Parents are required to complete enrolment form, children will only be admitted when they are three years old if places are available.
- All enrolment forms must be left in the playgroup by 30th April to be considered for September intake.
- Children will be notified as soon as possible as to whether their child has a part time place depending on PEAG's places being confirmed.
- Ensuring maximum enrolment – 24 places per session.
- Younger children in the PM part time places must attend a minimum of two session per week.
- Providing opportunities and inclusion for children with special needs. The Playgroup leader will liaise closely with families/carers/professionals to access their ability to meet the needs of a child with additional requirements.
- Consult with families to ensure playgroup opening times do not exclude anyone and that the playgroup continues to meet the changing needs of the local community.

This Policy was reviewed on: 27th February 2015