



Peter's Patch
Forest School - Day Care - After School Club

Admissions

Principles

All children who register with us will be given equal rights regarding admissions regardless of their race, religion, disability, language, sexual orientation and gender.

Statement of intent It is our intention to make Peter's Patch accessible to all children and families. We strive to have a multicultural setting and encourage families from all backgrounds. We will celebrate festivals from all cultures and incorporate this into our menus by having different foods from around the world.

Procedures

We aim to achieve this policy by ensuring the nursery is advertised in places accessible to all sections of the community.



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Making our Equal Opportunities policy known and accessible.
Admitting our Pre-school children according to the set criteria.
Admitting the children according to our registration between the ages of 0-12. To secure a place for your child you will need to complete a registration form which will include information on fees (Day Care only), medical information and permission slips etc. Once the registration form and non-refundable registration fee have been received, a letter will be issued to confirm the place, start date, room and attendance pattern. Children joining Day Care will be required to pay a £100 non-refundable registration fee while children joining Forest School will be required to pay a £50 registration fee. Those joining Educational Preschool only are not required to pay a non-refundable registration fee.



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When the nursery reaches its daily number of children, we will put names onto a waiting list. Preference will be given to siblings of those already attending on a first come basis depending on the needs of the family. Viewings of the nursery are available to book via the office. They are available Monday - Friday at 10.30am or 3pm and will last approx. 15 minutes. Covid guidelines are in place and must be followed at all times. More information is available from the office. Viewings of Education Preschool are available to book via the office. They are available Monday - Wednesday and Friday from 10am - 11pm and will last approx. 15 minutes. Covid guidelines are in place and must be followed at all times. More information is available from the office.

Peter's Patch is committed to ensuring that it fulfils its obligations to operate fairly, justly and in accordance with the laws. No family or potential family shall be discriminated against on grounds of gender, race or disability. Peter's Patch extends the concept of equal opportunity to include discrimination on grounds of religious or political beliefs or sexual orientation.



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Educational Pre-School Admissions Criteria

A timetable of pre-school admissions procedures setting out the dates by which an application is to be submitted is available at www.eani.org.uk/admissions under 'Pre- School Admissions'.

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens at the start of January each year at 12 noon (GMT) and an application submitted by the closing date at the end of January at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) at the end of January will be treated as a late application.

As the pre-school admissions procedure is in two stages the timetable also specifies the relevant dates at Stage 2 which will determine if an application is to be considered as punctual or late. Funded places can only be considered for children in their pre-school year born between relevant dates.



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In the event of oversubscription, the following criteria will be applied in the order set down: 1. Children from socially disadvantaged circumstances who were born between relevant dates set in place. 2. Other children born between relevant dates set in place.

Note: Children from 'socially disadvantaged circumstances' means a child whose parent is in receipt of (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) an award of Income Support which has been converted into an Employment and Support Allowance and the level of benefit remains the same, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they are in receipt of a qualifying payment. This should be provided to the Pre-School of first preference and the application procedure for Pre-School will outline how this can be submitted.



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Sub-criteria

If oversubscribed in any of the above criteria 1-2, the following sub-criteria will be applied in the order set down:
(a) Children who are currently attending Peter's Patch Day Nursery. (b) Children whose parent's home is the closest to the nursery as measured by walking distance, using Google Maps. The remaining places will be allocated on the basis of the initial letter of the surname (as entered on the Birth Certificate) in the order set down below:- A F S D H G K J L Z C X V N B M Q E W T R U Y O I P

This order was determined by a randomised selection of the letters of the alphabet. In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.



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Duty to Verify

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

If the requested evidence is not provided to the Management Committee by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

Waiting List

The Waiting List is available directly from the office.