



Flo's Nature Nursery and Flo's Forest School

Admissions Policy

Policy statement

It is our intention to make our setting accessible to children and families from all sections of the local community. We aim to ensure this through open, fair and clearly communicated procedures. We ensure that the existence of our setting is widely advertised in places accessible to all sections of the community. We ensure that information about our setting is accessible, using simple plain English, in written and spoken form and, where appropriate, provided in different community languages and in other formats on request.

Procedures

Admission to the nursery is obtained by completing an application form (Request to Join) in order to be placed on the waiting list. Before children can be registered, their birth certificate and proof of address must be produced and a deposit paid. Children may be registered from their second birthday. Flo's Nature Nursery welcomes applications from all children as detailed in our Equal Opportunities policy.

Availability of places will need to take into account the staff/child ratios, the age of the child and registration requirements. When more applications are received than there are places available, all applications will be considered with the assistance of the following criteria, set out in priority order:

- Children who are looked after by a local authority
- Disabled children who need to be admitted to a school on the grounds of physical accessibility. The definition of disability is that contained within the Equality Act 2010.
- A child who already attends the Nursery on a part-time basis*



- A child in receipt of means-tested Early Education Two Year Old funding (please note the new Working Families Two Year old funding does not give you priority on the list)
- A child in receipt of Universal Early Education funding
- A child with sibling(s) currently attending the Nursery
- A child whose parent works for Flo's -The Place in the Park (or has been volunteering for Flo's on a regular basis for at least 3 months)
- Vicinity of the child's home to the Nursery

*only applicable to Flo's Nature Nursery site

Attending Flo's Forest School will give you priority to change to Flo's Nature Nursery if longer hours are needed in the future.

Date last approved by Flo's trustees: January 2024

Date to be reviewed: January 2025

People, Place and Participation Ltd. Community Benefit Society Number: 7713
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