



At Sandhurst Nursery School we care for up to 24 children per session between the ages of 12 months and 5 years. We are able to care for up to 18 children in Rainbow Room and up to 6 children in Sunshine Room per session.

The numbers and ages of children admitted to the nursery comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS). When considering admissions we are mindful of staff: child ratios and the facilities available at the nursery.

The nursery will use the following admission criteria which will be applied in the following order of priority:

1. Looked after children
2. Children who have siblings who are already with us
3. A child known by the local authority to have special educational needs and/or a disability (SEND) and whose needs can be best met at the preferred nursery
4. A vulnerable child with either a Child Protection or a Child in Need Plan or Local Authority/Common Assessment Framework
5. Children whose parents live within the area.

We operate an inclusion and equality policy and ensure that all children have access to nursery places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

Our setting and its practice make it clear that it welcomes fathers, mothers, other relations and carers including childminders.

Prior to a child attending nursery, parents must complete and sign a contract and registration form. These forms provide the nursery with personal details relating to the child. For example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, doctor's contact details, health visitor contact details, allergies and parental consents.

We are as flexible as possible about attendance patterns to accommodate the individual needs of the children and their families.

Providers eligible to provide government funded places for early education.

All settings registered to accept government funding (detailed in the Code of Practice) must offer free places for *two/*three/four year olds for early learning sessions specified by the local authority. At Sandhurst Nursery School we currently provide free funded places available for children subject to availability. These places will be allocated on a first come, first served basis and can be booked a term in advance. Please note for admissions for the free nursery education we have a termly intake, beginning the term following your child's *second*/third birthday. Please ask for more details regarding the government funding or go to www.childcarechoices.gov.uk for more information.

When you register your child for their funded place we will discuss your needs and, as far as possible with availability and staffing arrangements, we will accommodate your wishes