

ADMISSIONS POLICY

Acorn's intention is to be accessible to children and families from all sections of our local community.

AIM

We aim to ensure that all sections of our community have access to Acorn through open, fair and clearly communicated procedures.

METHODS

In order to achieve this aim, we operate the following admissions policy;

- We ensure that the existence of Acorn is widely advertised in places accessible to all sections of the community.
- We ensure that information about Acorn is accessible – in written and spoken form – and, where necessary, we will try to provide information in letter, or through signing or an interpreter.
- We arrange our waiting list in birth order. In addition our policy takes into account the following:
 - the vicinity of the home to Acorn
 - siblings already attending Acorn
- We keep a place vacant, if this is financially viable, to accommodate an emergency admission.
- We describe Acorn and its practices in terms, which make it clear that it welcomes fathers and mothers, other relations and other carers, including childminders.
- We describe Acorn and its practices in terms of how it treats individuals regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English.
- We describe Acorn and its practices in terms of how it enables children with disabilities to take part in the life of Acorn.

- We monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- We make our equal opportunities policy widely known.

Admissions policy (2)

- We consult with families about the opening times of Acorn to avoid excluding anyone.
- We are flexible about attendance patterns to accommodate the needs of individual children and families.