

Admissions Policy

Stanmore Montessori is accessible to children and families from all sections of the local community. We are registered to care for children between the ages 2 - 5 years.

The numbers and ages of children admitted to our setting comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS) for group and school-based providers.

We take the following matters into account when prioritising and deciding on admissions:

- Availability of places, taking into account the staff ratios, the age of the child and any registration requirements.
- Children who have siblings who are already with us.
- When the application is received (extra weight is given to those who are at the top of the waiting list).
- The setting's ability to provide the facilities necessary for the welfare of the child, including appropriate staffing arrangements.
- A child requiring a full-time place may have preference over one requiring a part-time place. This is dependent upon occupancy and availability.
- Any extenuating circumstances affecting the child's welfare or the welfare of his/her family.

Procedures

- We encourage families to visit before registering.
- We describe our setting and its practices in terms that make it clear that it welcomes both fathers and mothers, other relations and other carers, including childminders.
- We operate an inclusion and equality policy and ensure that all children have access to nursery places and places irrespective of their gender, special education needs, disabilities, social background, religion and ethnicity or from English being a newly acquired language.
- We describe how our practices enable children and/or parents with disabilities to take part in the life of the setting.
- We are flexible about attendance patterns to accommodate the needs of individual children and families, providing these do not disrupt the pattern of continuity in the setting that provides stability for all the children

Prior to a child attending the setting, parents must complete and sign a contract and registration form. These forms provide the setting with personal details in line with current GDPR requirements.

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>1 September 2025</i>	<i>Nicky Quint</i>	<i>1 September 2026</i>