



## Abbey CofE Nursery Admission and Induction Policy

Abbey C of E Infant and Nursery School provides children aged 2 to 4 years with Sessional Care and Day Care.

Approximately eighty percent of places per session will be reserved for children eligible for Warwickshire County Council's 2 Help funded places. The other twenty percent of places per session will be allocated to children not eligible for 2 Help funded places. PLEASE NOTE: Places are allocated on a date of birth (DOB) criteria regardless of when names were placed on the waiting list.

As places in our Nursery are limited the following criteria and priority will be applied when allocating places for two/ three and four year olds:

### **2 year olds**

- Children already accessing a place at Abbey CofE Nursery
- Children aged two years eligible for places through Warwickshire County Council's 2 Help scheme living in Abbey C of E Infant and Nursery School catchment area
- Children aged two years not eligible for funding living within catchment area.
- Children aged two years eligible for places through Warwickshire County Council's 2 Help scheme living outside of catchment area

### **3 and 4 year olds**

- Children who are going to be starting school in the September of the following academic school year will transfer to our Owl room
- Younger 3 year olds will be allocated a space in the Squirrel room. They will then be offered a space in Owls at the start of September in the academic year they will start school.
- Priority is given first to children living in the Abbey Green reach area

We want children and their families to feel safe and happy in our setting and to feel secure and comfortable with staff. We also want parents to have confidence in both their children's well being and their role as active partners in their child's education and care.

We aim to make our setting a welcoming place where children settle quickly and easily because consideration has been given to their individual needs and circumstances and that of their families.

- Before a child starts to attend our provision, we use a variety of ways to provide his/her parents with information. These include a registration pack.
- We may carry out a home visit to each child accessing our Nursery.

- All prospective parents and their children are strongly encouraged to visit us to look around and ask any questions they might have.
- When a child starts at our setting, we work with parents to develop a settling in process which best meets the child's individual needs.
- Nursery staff will use their professional judgement in partnership with parents, to decide when a child needs an extended induction period and will work closely with parents to implement this.

Signed by: Mrs R Horton

Date: 29/03/22