



5.1 Admissions policy

Brockham Green Nursery will be as accessible to all children and their families within the local community, as is reasonably practicable.

Procedure

- The existence of the Nursery will be widely advertised in places where all members of the community can see them, in more than one language if deemed necessary.
- Places will be offered to children of eligible age who are on the waiting list on January 31st.
- Where the number of children exceeds the number of places available, offers of places will depend on the area where the child lives. The priority list will be as follows:
 - Brockham children – on the waiting list before January 31st
 - Brockham children – applying after the 31st of January deadline.
 - Betchworth, Leigh and Buckland – according to the length of time on the waiting list
 - Subject to availability, families from surrounding areas will be accepted.
- The Nursery and its practices will be described in terms which make it clear that it welcomes mothers and fathers, other relations and carers, including childminders and people from all cultural, ethnic, religious and social groups, with and without disabilities.
- The Nursery will monitor the gender, culture and ethnic background of children joining the group to ensure that no accidental or deliberate discrimination takes place.
- The Nursery will make its equal opportunities policy widely known.
- The Nursery will be as flexible as possible about attendance patterns, so as to accommodate the needs of individual children and families.
- Parents will be asked to sign a form telling the nursery who is the legal guardian of the child.
- The Nursery will request that families joining the group will sign a declaration that they have been made aware of and been given the opportunity to see and understand, the aims, principles and policies of the group and that they agree to abide by them.