



Admissions Policy

The aim of this policy is to make our setting accessible to all children and families from all sections of the community. We aim to do this through open, fair and clearly communicated procedures. Stepping Stones is a fully inclusive Pre-School that welcomes all families within the local area. Prospective parents are very welcome to visit the Pre-School for a show around, by appointment. Places are offered to children once they become 2 years old.

*Priority is given to children and families in the following order:

1. Families in need (from professional referral)
2. Current Siblings at Surbiton Children's Centre Nursery (SCCN) and Stepping Stones
3. 2 year olds by date of application
4. 3 year olds by date of application

*All points above are at the discretion of the Manager & The Committee

Other Admission Information:

We ask that children attend a minimum of two sessions per week.

Families wishing to apply for a place at Stepping Stones should come in for a visit prior to their child/children starting at Stepping Stones. An appointment with the Manager or the Deputy Manager should be made for a visit and a show around.

Once you have received your offer of a place at Stepping Stones, an acceptance fee of £30 is requested (please note this is non-refundable) The acceptance fees covers our administration costs, staffing costs and associated costs at the Welcome session and the Induction evening we operate at the beginning of term for new families.

We will ensure that information about our setting is accessible in written form to all, and where necessary we will try to provide spoken form, Braille, and other languages.

We do not discriminate against children who fall within the protected characteristics cited in the Equality Act 2010; these are gender, race, disability, religion or belief and sexual orientation.

The logo for Stepping Stones Pre-School features the text "Stepping Stones Pre-School" in a bold, black, sans-serif font. The words are arranged horizontally. Above the text, there are three curved lines in blue, pink, and green, each arching over a corresponding letter. To the right of the text, there is a stylized sunburst icon with orange and yellow rays.

Stepping Stones Pre-School

At Stepping Stones Pre-School we recognise our responsibilities under the Race Relations Act, The Sex Discriminations Act and the Disability Discrimination Act to eliminate discrimination and to promote good relations between children, staff, parents and the local community. The promotion of equal opportunities is the responsibility of the whole Pre-School and must be reflected throughout the organisation of the Pre-School. It is addressed in the curriculum and in areas beyond the curriculum.

This policy was adopted by	Stepping Stones Pre-School	<i>(name of provider)</i>
On	<u>25th November 2015</u>	<i>(date)</i>
Date to be reviewed	<u>November 2016</u>	<i>(date)</i>