

St Paul's Pre-School ADMISSIONS POLICY

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.2 Inclusive practice	2.1 Respecting each other	3.3 The learning environment 3.4 The wider context	

St Paul's Pre-School is a Catholic group; part of St Paul's Parish and is governed by the Diocese of Arundel and Brighton. The Admissions Policy is determined by the Pre-School Parent Committee.

Children are admitted from 3 years of age. Although provision is primarily for the Catholic community of St Paul's Parish, we recognise that there is a demand for early years places and therefore welcome applications from the wider community.

The Pre-School is fully committed to the principles of equal opportunity. Children and their families are valued as individuals regardless of gender, ability, race, colour, background and origin. We wish to provide an inclusive environment which welcomes all children and gives equal access to all the play and learning experiences available.

Please note that applications for Catholic children must be accompanied by a copy of their baptismal certificate otherwise we cannot give them priority of admission. We request that a donation of £20.00 is included to help with our administration costs. (Please note that unfortunately, should your application be unsuccessful, the donation will not be refunded.)

When we receive an application, subject to the application meeting our criteria (see below), and depending on the spaces available, we will make an offer of a place which will be advised by email. We will require a firm commitment to accepting the place, which will be a completed acceptance form and a £30.00 deposit by the date stated. This deposit will be deducted from the first fees payment or refunded, should no fees be due, once the place has been taken up.

In the event of oversubscription, our policy is to admit children according to and in order of the following criteria:

- Baptised Catholic looked after or previously looked after children.
- Baptised Catholic children who have siblings on roll at the Pre-School.
- Baptised Catholic children who have siblings at St Joseph's Primary School.
- Baptised Catholic children resident in St Paul's Parish.
- Other baptised Catholic children.
- Other looked after or previously looked after children.
- Non-Catholic children whose parents wish them to be a part of the distinct Christian nature of our community.

If there are more applicants who meet the criteria than the Pre-School can accommodate, places will be allocated in order of the date application forms are received by the office.

In special circumstances, such as exceptional social or medical need, admission will be at the discretion of the Parent Committee.