

	<p>BARFORD ST. PETER'S PRE-SCHOOL ADMISSIONS POLICY AND</p>	<p>Church Street BARFORD Warwickshire Tel:01926 624244</p> <p>Head teacher: Mrs Mary Baker Nursery Manager: Miss Aisha Richards</p>
<p>Phone Number: - 01926 624 244</p>		

STATEMENT OF INTENT: - It is the Governing Body's intention to make our Pre-School genuinely accessible to children and families from the village of Barford and its surrounding areas.

AIM: - The Governing Body aim to ensure that the community have access to the Pre-School through open, fair, and clearly communicated procedures.

ADMISSIONS ARE MANAGED IN THE FOLLOWING WAY: -

- Applications for places should be made as early as possible using the Pre-School request for admission Form. This should be delivered to the school office for you to register for a placement for your child and allow settling in arrangements to be accommodated.
- We admit children after or on their third birthday dependent upon the availability of space and readiness of the individual child to stay happily within the group.
- We have three set inset days which we will inform you on during the autumn term
- To qualify for the free entitlement (15 hours), children must be three on or before 31st August for the autumn term, 31st December for the spring term and 31st March for the summer term.
- You will receive confirmation, informing you of sessions allocated to your child and a starting date, at least half a term prior to that start date.
- You will be required to complete and sign a Parental Declaration Form (PDF) to receive your child's funding for their free entitlement and extended hours.
- The Pre-School sessions are below (Monday-Friday) term time only.

Morning: 8:30am- 11:30am **Afternoon:** 12:00pm-3:00pm **All day:** 8:30am – 3:15pm

Your child can access the free 15 hours per week, or 30 funded hours depending on eligibility either in the morning or afternoon, or a mixture of both. For those opting for afternoon sessions, this session includes the lunch club, where you child can choose to bring a packed lunch or have a school dinner (£2.51) Per day.

- Sessions over the funded hours are chargeable at the rate set by the Pre-School (£6.50 per hour). Payment for chargeable sessions is due in advance and if payment is not made children will not be permitted to attend.

- Please ring the office number (01926624244) if your child is not going to be in due to illness/holidays. We ask you give up plenty of notice for holiday absences.
- You will receive an invoice during the start of the term (Autumn, Spring and Summer), this must be paid within the set date to avoid charges and to secure your child's funding and place at Barford St. Peter's Preschool.
- **Registration at the Pre-School is NOT a criterion for entry to Barford St. Peter's C. of E. (VA) Primary School; nor does registration at Pre-School give any right of priority.**

Reviewed in: - June 2024

To be reviewed: - June 2025