

Title: Admissions Policy

Category: In the Setting

Description: At Bella's Childcare, we care for up to 40 children daily between the ages of 6 months and 5 years. The numbers and ages of children admitted to the nursery comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS). When considering admissions we are mindful of staff:Child ratios and the facilities available at the nursery.

The nursery uses the following admissions criteria, which is applied in the following order of priority.

1. Looked after children
2. A child known by the local authority to have special educational needs and/or a disability (SEND) and whose needs can be best met at the preferred nursery.
3. A vulnerable child with either a Child Protection or a Child in Need Plan, or in receipt of other local authority support.
4. Children who have siblings who are already attending the nursery

A child requiring a full-time place may have preference over one requiring a part-time place. This is dependent upon work commitments, occupancy and room availability. We operate a waiting list and places are offered on an availability basis.

We operate an inclusion and equality policy and ensure that all children have access to nursery places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

There is a minimum attendance of 2 sessions per week. A session may be 8am - 12pm, 1pm - 6pm, 9am - 5pm, 8.30am - 5.30pm or 8am - 6pm. The minimum attendance is in the child's best interests as too big a gap between attendance can be detrimental.

An £50 registration fee is required to reserve a space for your child. This is purely to ensure the space is taken up. We do not charge registration fees or deposits for Funded Only places. Prior to a child attending nursery, parents must complete and sign a contract, terms and conditions and registration form. These forms provide the nursery with personal details relating to the child. For example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, doctors contact details, health visitor contact details, allergies, parental consent and vaccinations etc.

All settings registered to accept government funding must offer the funded places for 9 month old, two, three, four year olds for early learning sessions specified by the local authority. At Bella's Childcare, we currently provide government funded places for children: this is subject to availability. Please note for the admissions of the government funded nursery education places we have a termly intake beginning the term following your child's 9 month, second, third birthday.

Funding is allocated as follows:

15 hours of funded childcare over 38 weeks (term time) equates to 570 funded childcare hours a year. Under Bellas Childcare Ltd stretched offer this equates to 11.4 hours of funded childcare a week over 50 weeks of the year.

30 hours of funded childcare over 38 weeks (term time) equates to 1,140 funded childcare hours a year. Under Bella's Childcare Ltd stretched offer this equates to 22.8 hours of funded childcare a week over 50 weeks of the year.

We reserve the right to limit and/or have specific funded sessions, according to our business arrangements.