



Deerness Valley Nursery

Admissions Policy

At **Deerness Valley Nursery** we care for children between the ages of **0** and **5**.

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.

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.

Prior to a child attending nursery, parents must complete and sign a contract 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, doctor's contact details, health visitor contact details, allergies, parental consent and vaccinations etc.

The following information details how non-funded and funded places are allocated. When children are registered for their space we will discuss your needs and, as far as possible with availability and staffing arrangements, we will accommodate your wishes providing we can meet the needs of your child. The management reserve the right to direct families to other child-care services should Deerness Valley Nursery be unable to best meet their needs. In these circumstances we will work with the family and Durham Council Early Years Team to make suitable recommendations regarding alternatives.

Weekly Minimum

At Deerness Valley Nursery the children's wellbeing is a key priority. Children leaving the home environment for the first time, or joining a new setting need time and careful care to settle into a nursery. To enable this to be the most positive situation possible, we have decided to apply a weekly minimum number of sessions. This enables us to work with a family to provide the best care and education for the child, and allows the child to create stable healthy relationships with the staff team, and feel secure and happy at nursery.

Applications for children initially attending fewer than two sessions a week on two separate days will only be considered if the core staff team have a prior relationship with the child, eg if they are the sibling of a current or recent child. Outside of that scenario applications for one session a week will not usually be considered.

Applications for non-funded places

Applications for non-funded places will generally be considered on a first-come first served basis. Parents will complete application forms and the child will be offered a place when one becomes available. Priority may be given to:



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- Families requiring full time child care.
- Children who have siblings who are already with us.

Applications for funded spaces.

At **Deerness Valley Nursery** we currently provide free funded places for eligible two year olds and all three to five year olds. These are subject to availability. Children's names can be placed on a waiting list any time after birth. This will result in parents being sent application forms the term before they are eligible to start. Being on the waiting list does not guarantee a place.

Places will then be offered to children according to our admissions criteria and availability.

The nursery will use the following admission criteria which will be applied in the following order of priority:

1. Children who are already attending Deerness Valley Nursery
2. Children who have siblings who are already with us.
3. Distance from nursery.

The management reserve the right to prioritise spaces to other children under special circumstances as they see fit.

All funded sessions are in line with the flexible arrangement as specified by the Government.

Latest Review: May 2022