**ADMISSIONS POLICY**

It is our intention to make our nursery genuinely accessible to children and families from all sections of the local community.

We welcome children with special needs, and will not discriminate against them when allocating places unless there are strong grounds for believing that we could not meet their needs (see our special needs policy).

We are flexible about attendance patterns so as to accommodate the needs of individual children and families.

**Waiting List**

1. We arrange our waiting list in order of date of birth.
2. We keep a place vacant, if this is financially viable, in order to accommodate emergency admissions.
3. In the event of the nursery being over-subscribed places will be allocated according to the following criteria:
4. Children living in Jordans Village.
5. Children whose brother/sister currently attend or previously attended Jordans Nursery School.
6. Children with a sibling currently attending Jordans School or whose parents intend to send them to Jordans School.
7. Children with a close family connection with Jordans Village e.g. Grandparent living in the village, parent working in the village etc.

*This policy was adopted at a meeting of the nursery school held on (date)……………………………*

*Signed on behalf of the nursery school………………………..*

 *Understood and accepted by:*