

## **Admissions Policy**

### **Aim**

To ensure that there is a fair procedure in place for offering places.

To ensure families have clear information regarding the admissions process.

### **Policy**

This setting is open to any child attending Gen. Anders Polish Saturday School in Bristol and/or living in the surrounding area or whose parents/carers work or study in the surrounding area.

No child shall receive less favourable treatment on the grounds of race, colour, ethnic or national origin, religious belief or disability.

Where places exist they will be allocated on a first come first served basis. Where places do not exist then a waiting list system will be operated; this waiting list will be kept and administered by staff at the setting.

The Management may decide priorities for the waiting list. These could be:

- Children already attending the setting
- Siblings of children already attending
- Children of the Management and teachers
- Children of working/ training parents
- Social Service referrals
- Children of staff

For a child to attend the setting, they must be aged between 3 and 18.

Parents/carers must have completed and signed an up to date registration form which is accessible online via school's website. These must be completed annually in line with our registration procedure.

If additional support is required for a child to attend the setting, eg a support worker or if a child has medication needs, the scheme will work with the parents/ carers and other relevant professionals prior to admission and will aim to accommodate individual needs.

**INTEGRATIVE SATURDAY SCHOOL LTD.**

This policy will be reviewed annually.