

Seedlings Kindergarten

Admissions Policy

- As an Ofsted registered childminder setting we are restricted to the number and ages of children that we can care for at any one time.
- We are currently registered to care for a maximum of 12 children with two members of staff, or 6 children with one member of staff.
- We are happy to accept any child within our registered numbers and will not discriminate against children or their families for reasons such as race, religion, sex or ability.
- We are happy to accept children with special needs providing we feel we can provide them with the care they need without compromising the needs of the other children in our care. If your child has additional needs these will be discussed at the initial introductory meeting.
- All children will be welcomed into the setting and the other children will be encouraged to be welcoming also.
- A six week (or half term) settling in period, where a child attends for a minimum of two days per week, will be necessary in order to ascertain whether or not the setting is suitable for a new child.
- When taking on additional children we must take into consideration the children already in our care who are happy and settled.
- The kindergarten program is offered as a whole, currently spanning three days, (Tuesday to Thursday) and all children are expected to attend full time. New children may begin with two days and build up to three by the end of the settling in period (six weeks or half a term).
- As part of the registration process, parents/carers will be required to provide documentation to evidence their child's date of birth. This is for our own records as well as to confirm they have reached the eligible age for the free entitlements.
- A copy of this document may be retained. This will be stored securely and destroyed when there is no longer a good reason to keep the data.

Early Education is offered to families 36 weeks of the year, within the national parameters:

- No session to be longer than 10 hours
- No minimum session length (subject to the requirements of registration on the Ofsted Early Years Register)
- Not before 6.00am or after 8.00pm
- A maximum of two sites in a single day

Funded hours can be claimed (to the maximum available) on the following days:

- Tuesdays – 6
- Wednesdays – 6
- Thursdays – 6

