



Rickmansworth Children's Centre

Admissions Policy

Final (November 2009)

Aim

Rickmansworth Children's Centre is accessible to children and families from all sections of the local and wider community. We aim to ensure that all sections of the community receive accessible information and that our admissions procedures are fair, clear and open to all families.

Links to Early Years Foundation Stage welfare requirements

- Safeguarding and promoting children's welfare
- Organisation
- Documentation

Objectives

- Rickmansworth Children's Centre endeavours to ensure that it operates in an inclusive manner which enables all families to access it's services.
- Rickmansworth Children's Centre also has regard for the needs of parents who are:
 - looking to take up work, remain in work or extend their hours of work
 - looking to commence training or education
- Rickmansworth Children's Centre works in partnership with the Local Authority and other agencies to ensure that provision is accessible to all sections of the community.
- Services are widely advertised and information is accessible to all sections of the community.
- Where the number of families wanting a place at a Children's Centre activity exceeds the number of places available, a waiting list is operated using clear criteria for allocation of places.

Legal basis

Childcare Act (2006)

Over subscribed Children's Centre Activity Services.

Objective.

Rickmansworth Children's Centre endeavours to ensure that the services provided widen participation amongst the particular groups identified in the past as having been excluded from mainstream services. Rickmansworth Children's Centre will support and encourage so that the children and families of these particular groups benefit from engaging in Services.

Where the number of families wanting a place at a Children's Centre activity exceeds the number of places available, a waiting list is operated using clear criteria for allocation of places.

Criteria for oversubscribed services.

- Family must be a resident in the Children's Centre area.
- Family identified as in need by a partner/professional agency.
- Earliest date that families have made contact to book onto the service.

In some cases where a service is aimed at a particular learning outcome priority will be given to families from the particular groups that have in the past been excluded from mainstream services. These particular groups are;

- Fathers
- Teenage Parents
- Minority Ethnic Families
- Disabled Children
- Disabled Parents
- Partners and families of Prisoners
- Parents with drug or alcohol problems
- Families in temporary accommodation.

Background reference

Sure Start Children's Centre Practice Guidance ref SSCC-PRACT2006.