

ADMISSION POLICY

WRITTEN BY RACHAEL DUNPHY | DATE: 16/09/2023

I am an inclusive childcare provider and I am happy to welcome all children and their families to my provision. I currently provide care for children from local schools; therefore, children who attend or will be attending these schools will be given priority. A child requiring a full-time place may take priority over a child requiring a part-time place and bookings for full sessions and all year-round childcare, may take priority over part-time sessions and holiday only applications. I will always have to prioritise a contract with confirmed hours over an ad-hoc one too.

RATIOS

At any one time, childminders may care for a maximum of six children under the age of eight. I am able to care for a further six children over the age of 8 at any one time, as per the guidelines of the Early Years and Foundation Stage (EYFS) and the Childcare Registers.

RESERVING A SPACE

If parents wish to reserve a space, they need to speak to me about their requirements and my availability. If I can help, I will provide them with a Childminder - Parent Contract, and refer them to my website, where they will find my policies and procedures electronically.

These documents must be read, understood, and signed for in the contract. Parents must complete the Childminder - Parent Contract and related paperwork and return it to me with the deposit or retainer agreed during our discussions to secure your child's place.

If you have any questions about my policy/procedures or would like to make any comments, please ask.

SIGNED

DATED
