



Welfare Requirement – Safeguarding and promoting children’s welfare
Every Child Matters – Stay Safe

Admissions Policy

Aims

- 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 Breakfast and After School Clubs are open to any child aged 4 – 11 attending Blaise Primary School.

The Holiday Club is open to any child attending Blaise Primary School or living in the surrounding, with priority being given to children attending Blaise Primary School.

No child, individual or family will be unlawfully discriminated against on the grounds of age, disability. Gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Where places exist, they will be allocated on a first come first served basis. Where places do not exist, then a waiting list will be operated. This waiting list will be kept and administered by staff. Criteria for allocating places in priority are:

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

For a child to attend the setting, they must be aged between 4 –11 years old for ALL clubs.

Parents/carers must have completed and signed an up to date registration form. These must be completed annually in line with our registration procedure.



Welfare Requirement – Safeguarding and promoting children’s welfare
Every Child Matters – Stay Safe

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.

Any outstanding balances must be settled by parents/carers before the registration/ booking can be accepted or for a child to continue accessing existing places at this setting, in accordance with our fee paying policy.

This policy will be reviewed annually.



Welfare Requirement – Safeguarding and promoting children's welfare
Every Child Matters – Stay Safe



Welfare Requirement – Safeguarding and promoting children's welfare
Every Child Matters – Stay Safe



Welfare Requirement – Safeguarding and promoting children's welfare
Every Child Matters – Stay Safe