

## St Helen's Pre-school Admissions Policy

St Helen's pre-school welcomes all children from Alveston and the surrounding areas. Each child is valued as an individual and we aim to work closely with parents to meet the needs of each child, please see the Inclusion policy and Settling In Policy for further information.

Children can be admitted to pre-school at any time from the age of two and a half years, following the registration procedure of the pre-school.

Numbers for each session are limited to 26 with no more than four children under the age of three years in any one session. Currently lunch clubs and Monday afternoon sessions are only available to children aged three and over. Places are allocated in sequence as and when requested, with a waiting list operating if necessary. If a requested session is fully booked parents will, where possible, be offered an alternative session.

Reviewed 3.3.09

Tricia Pillay - Manager