



Rockwell Green Church of England Primary School

Rockets Pre-School Admissions Policy

Status:	Non-statutory
Responsible person:	Governing Body
Responsible Governor:	
Ratified by the Head Teacher:	November 2025
Review Period:	Annually
Review Date:	November 2026

ADMISSIONS POLICY

Introduction

This policy should be taken as part of the overall strategy of Rockwell Green C of E Primary School and operated within the context of the School's ethos, vision, aims and values as a Church of England School

Statement of Intent

It is our intention to make our setting accessible to children and families from all sections of the local community.

Aim

We aim to ensure that all sections of our community have access to the setting through open, fair and clearly communicated procedures.

Methods

- We ensure the existence of our setting is advertised in places accessible to all sections of the community.
- We ensure that the information of our setting is accessible, in written and spoken form. Where necessary we will try to provide information through the language translate on the school website, signing, use of the internet translate platforms or an interpreter
- We arrange our waiting list on a first come first served basis.
- We describe our setting and its practices in terms that make it clear that it welcomes fathers, mothers, other carers, including childminders.
- We describe our setting and its practices in terms of how it treats each child and their family, having regard to their needs arising from their gender, special educational needs, disabilities, social background, religion and ethnicity or from English being a newly acquired additional language.
- We describe our setting and its practices in terms of how it enables children and/or parents with disabilities to take part in the life of our pre-school.

- We monitor the gender and ethnic background of children joining the group to ensure that our intake is representative of social diversity.
- We make our equal opportunities policy widely known.
- We consult with families about the opening times of the setting and ensure we accommodate a broad range of family needs.
- We are flexible about attendance patterns to accommodate the needs of individual children and families.