



the new montessori pre-school

The Methodist Church, Tarring Road, Worthing BN11 4ET

Call: 01903 535 412 Email: info@thenewmontessoripreschool.org.uk

Policy For Admissions

Statement of intent

We are a Charity Montessori Pre-school offering flexible quality childcare for children between the ages of 2 years and 8 years.

Prioritisation of the Montessori Method

As our Pre-school follows the Montessori Method, children whose parents are genuinely interested in the Montessori ethos and education will be accepted immediately, assuming places are available.

Pattern of Attendance

In line with the principle stated above, the following prioritisation criteria will be applied to all applicants:

1. Availability of spaces in our Pre-school taking into account the staff/child ratios, the age of the child and the registration requirements.
2. Children who receive funding from WSCC need to be booked in for a minimum of four Montessori Core sessions and one Early Bird/ Lunch club or Late Owls.
3. Children who do not receive the WSCC funding need to be booked for at least 2 Montessori Core sessions.
4. Our Pre-school offers two children stand alone 2 year old funding spaces of thirteen hours a week for 43 weeks. Families who only want to access 2 year old funding hours each week will be considered on an individual basis taking into consideration the family's needs and the feasible availability in our Pre-school at the time of enquiry **only** if they are eligible for the WSCC 2 year old funding. Please put your request in writing.
5. Our Pre-school offers two children stand alone 3 /4 year old Free Entitlement spaces of thirteen hours a week for 43 weeks. Families who only want to access 3/4 year old funding hours each week will be considered on an individual basis taking into consideration the family's needs and the feasible availability in our Pre-school at the time of enquiry **only** if they are eligible for the 3 /4 year old Free Entitlement. Please put your request in writing.
6. Our Pre-school, if this is financially viable will keep a place vacant for emergency admissions.

Terms and conditions of Admissions

A place is reserved on receipt of an administration fee and written registration form.

Our Terms and Conditions must be signed prior to your child's entry to Pre-school.

The minimum number of sessions for a child has been agreed.

A terms notice is required to withdraw your child.

Charity Number 1086853
Company Number 3908382
www.thenewmontessoripreschool.org.uk



Find us on Facebook
December 16





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This Policy operates alongside

Policies	Information	Procedures
Terms & Conditions Registration form Policy for Payment & Debtors	WSCC 2/3/4 year old funding	Pattern of Attendance Procedure for Registration Procedure for Administration fee Procedure for funding from WSCC

This Policy will be reviewed Sept 2017

