



POULNER INFANT SCHOOL

Little Acorns Admissions Policy

DOCUMENT VERSION CONTROL	
Date of Changes	Summary of Changes
March 206	
Date of Review	●March 2027
Ratified By FGB	

This policy sets out the admission arrangements to make our setting accessible to children and families in our local community. We aim to ensure that all sections of our community have access to the Little Acorns through open and fair procedures.

- All sessions are limited to a maximum capacity of 26 children and we strictly adhere to the child to adult ratio guidance.
- Children can join Little Acorns from the term after their 2nd birthday
- Children must attend a minimum of 2 sessions over 2 separate days
- Application Forms will only be accepted for children aged 18 months and older
- We have 2 admission intakes per academic year September and January and as such we are unable to reserve sessions just for the Summer Term.
- For children joining in the Autumn term (September) spaces will be allocated and parents informed at the start of the preceding Summer term (April)

- Applications will not be processed until a visit has been made by the child to our setting. This is to ensure we have the capacity/ability to meet the individual and specific needs of a child.
- We endeavour to meet the individual and additional needs of all children (as per our Local Offer and SEND Policy), however if we deem it impossible to provide effective care for a child we shall support the family in finding suitable alternatives who are able to do this. Every child's wellbeing and safety remains paramount to us.
- All places at Little Acorns are allocated at our discretion within the framework of the stated criteria.
- Attending Little Acorns does not guarantee a place in Year R (Foundation) at Poulner Infant School and Nursery. The criteria on a separate policy for admissions is applied for applications to Year R (Foundation).

Admission Criteria

In the event of Little Acorns being over subscribed, with insufficient spaces to accommodate all those who apply for a place, spaces will be allocated based on the following admissions criteria, set out in priority order.

1. Looked after children or children who were previously looked after.
2. Children with a sibling who attends Poulner Infant School and Nursery
3. Children of staff who have been employed at Poulner Infant School and Nursery for 2 years or more at the time of application
4. Children who live within the catchment area of Poulner Infant School and Nursery
5. Children who live outside the catchment area of Poulner Infant School and Nursery

Application and Joining Process

- Visit Little Acorns pre school
- Complete online application form once child has reached 18 months or older
- Sessions will be confirmed
- Dates for home visit, settling in session and starting dates will be arranged

Waiting List

Should spaces become available during the academic year, we hold a waiting list.

Priority will be given to children who already attend Little Acorns.

Spaces will then be allocated as per the admission criteria.