

# Admissions Policy

At the Nest Marco Polo we care for 65 children between the ages of 2.5 years and 5 years.

The numbers and ages of children admitted to the nursery comply with the legal space requirements set out in the Early Years Foundation Stage (EYFS). When considering admissions, we are mindful of staff-to-child ratios and the facilities available at the nursery.

The nursery will use the following admission criteria which will be applied in the following order of priority:

1. Children who have siblings who are already with us.
2. Children who have a confirmed and paid-for place on the waiting list.

A child requiring a full-time place may have preference over one requiring a part-time place. This is dependent upon work commitments, occupancy and room availability.


We operate an inclusion and equality policy and ensure that all children have access to nursery places and services irrespective of gender, race, disability, religion or belief, or the sexual orientation of their parents.

Prior to a child attending nursery, parents must complete and sign a contract and registration form. These forms provide the nursery with personal details relating to the child, for example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, doctor's contact details, health visitor contact details, allergies, parental consent and vaccinations, etc.

## Providers eligible to provide government-funded places for early education

All settings registered to accept government funding (detailed in the code of practice) must offer places for three- to five-year-olds for early learning sessions specified by the local authority. At the Nest we provide funded places for children subject to availability. These places will be allocated on a first-come, first-served basis and can be booked a term in advance. Please note for admissions for funded nursery education, we have a termly intake, beginning the term following your child's third birthday.

All funded sessions are now in line with the flexible arrangement as specified by the Government. When you register your child for their funded place, we will discuss your needs and, as far as possible, with availability and staffing arrangements, we will accommodate your wishes. We reserve the right to limit and/or have specific funded sessions, according to our business requirements.

This policy was adopted on	Signed on behalf of the nursery	Date for review
01/05/2026		01/05/2027