

# EARLY LEARNING AND CHILDCARE ADMISSION POLICY

## Introduction

Inverclyde Council is committed to the delivery of flexible high quality Early Learning and Childcare. The admission policy ensures that places are allocated fairly and transparently.

## Policy

This policy provides the banding of early learning and childcare places and will be used when allocating places. The table is the intake time line

ADMISSION INTAKE TIMELINE	
Birthday Dates	Intake – first available Monday in the month
1 <sup>st</sup> March – 31 <sup>st</sup> August	August / September
1 <sup>st</sup> September – 30 <sup>th</sup> September December	October
1 <sup>st</sup> October – 31 <sup>st</sup> October	November
1 <sup>st</sup> November – 30 <sup>th</sup> November	December
1 <sup>st</sup> December – 31 <sup>st</sup> December	January
1 <sup>st</sup> January – 31 <sup>st</sup> January	February
1 <sup>st</sup> February – last day February	March

**ADMISSION POLICY BANDINGS 0 - 5 YEARS**

Band 1	<b>Emergency admissions (0 - 5 years)</b>
	<ul style="list-style-type: none"> <li>a) Children referred in emergency situations by Social Work who have been identified through Child Protection procedures.</li> <li>b) Children born to mothers under the age of 16 years or in full time education provided within a secondary school to allow the mother to return to education.</li> </ul>
Band 2	<b>Entitled 2 year old (2 -3 years)</b>
	<ul style="list-style-type: none"> <li>a) ENTITLED 2 YEAR OLD PLACE - whose parents are in receipt of qualifying benefits / who is "looked after" or subject to a Kinship Care order or has at any point been looked after since their second birthday / who has a care experience parent.</li> </ul>
Band 3	<b>Referral by professional agency (0 - 3 years)</b>
	<ul style="list-style-type: none"> <li>a) Children aged 0-2 years who are referred by a professional agency.</li> <li>b) Children aged 2-3 years who are referred by a professional agency.</li> </ul> <p><i>A banding does not automatically transfer from each stage – Regular review of circumstances must be conducted.</i></p>
Band 4	<b>Children in a deferred year (3-5 years)</b>
	<ul style="list-style-type: none"> <li>a) Children with January / February birthdays whose parents wish deferred entry to primary school.</li> <li>b) Children who are granted a deferred year by the "Additional Support Needs" Monitoring forum.</li> <li>c) Children who are granted a deferred year by the "Deferral Allocation Group".</li> </ul>
Band 5	<b>Children in their pre-school &amp; ante pre-school year, residing within the establishment's defined area</b>
	<ul style="list-style-type: none"> <li>a) Pre-school children residing within the establishment's defined area (in order of intake).</li> <li>b) Children who have attended <u>the same</u> establishment for an entitled 2 year old place and reside within the establishment's defined area.</li> <li>c) Children who have attended <u>a different</u> establishment for an entitled 2 year old funded place and reside within the establishment's defined area.</li> <li>d) Children with a sibling in a deferred year / pre-school placement residing in the establishment's defined area.</li> <li>e) Children referred by a professional agency or attended the same establishment under a referral for a 0 - 3 years ELC place.</li> <li>f) Children who attended the same establishment in a WRAPROUND PLACE - for the purposes of employment, education or training for employment / in the period - August – March / who reside within the establishments defined area and attended for a minimum of 5 sessions.</li> <li>g) Ante pre-school children residing within the establishment's defined area (<i>in order of intake if ballot is required</i>).</li> </ul>
Band 6	<b>Children in their pre-school &amp; ante pre-school residing out with establishments defined area (3 - 5</b>
	<ul style="list-style-type: none"> <li>a) Pre-school children residing out with the establishment's defined area (in order of intake).</li> <li>b) Children who have attended <u>the same</u> establishment for an entitled 2 year old place who reside out with the establishments defined area.</li> <li>c) Children who have attended <u>a different</u> establishment for an entitled 2 year old funded place who reside out with the establishment's defined area.</li> <li>d) Children with a sibling in a deferred year / pre-school placement residing out with the establishment's defined area.</li> <li>e) Children who attended the same establishment in a WRAPROUND PLACE - for the purposes of employment, education or training for employment / in the period - August – March / who reside out with the establishments defined area and attended for a minimum of 5 sessions.</li> <li>f) Ante pre-school children residing outside the establishment' defined area (<i>in order of intake if ballot is required</i>).</li> </ul>

<b>Band 7</b>	<b>Children residing out with Inverclyde (0 - 5 years)</b> <ul style="list-style-type: none"><li>a) Children in their pre-school year from out with Inverclyde for an entitled ELC place. (Must be approved by Education Services– Early Years).</li><li>b) Children in their ante pre-school year from out with Inverclyde for an entitled ELC place. (Must be approved by Education Services– Early Years).</li><li>c) Children under 3 years – Entitled place (Must be approved by Education Services– Early Years).</li><li>d) Children in a pre-school or ante pre-school places for a Private place</li><li>e) Children under 3 years – Private place - Must be approved by Education Services– Early Years).</li></ul>
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GETTING IT RIGHT FOR EVERY CHILD, CITIZEN AND COMMUNITY