



East Riding of Yorkshire Council

## Roos C.E. Primary School

### Admissions Policy

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**Our vision statement: Together we care, learn and shine.**

**The following policy is underpinned by our Christian values: Friendship, Forgiveness, Truth, Trust, Respect and Responsibility.**

We welcome all children in to our school regardless of race, culture, ethnicity or religious belief. We consider all children to contribute to our rich learning environment and celebrate our children's differences and uniqueness that they bring to our school.

Roos CE Primary School has a 30 place Foundation Stage which is made up of both Foundation Stage 1 and 2 children. Our school conducts a three termly intake approach within the Foundation Stage, whereby children are entitled to 15 hours of educational provision from the term following the child's third birthday. Application can be made for 30 hours of provision subject to individual circumstances. Parents may liaise with the Foundation Stage staff to arrange mutually convenient alternative attendance if their allocated session provision does not fulfil the families needs.

Parents have the opportunity to purchase additional hours of extended provision. A child can stay for a full day they may bring a packed lunch or purchase a school meal. Parents will be invoiced at the end of each month for the additional sessions their child has attended. Parents will be required to sign a contract adhering to the terms and conditions of the school's provision. Parents must inform the Business Manager of any cancellations to the hours required at least half a term in advance and alterations to the required provision must be put in writing. Additional sessions may be purchased for emergencies only, providing spaces are available.

Each child will receive a home visit from the Foundation Stage teacher and the Headteacher. The purpose of the visit is to familiarise the child with the staff and we take this opportunity to discuss the child's family background, likes, dislikes, needs and any medical history. This visit is a vital part of the child's integration in to the school community. It allows the school to gain an understanding of the child and gain vital background information which will help us to provide an appropriate learning environment where each child can flourish and develop their learning.

Each child will be invited with their parents to come and visit the setting. The child will see the learning environment and join in with the daily routines. A second visit will be arranged, the parents may stay, however we encourage the child to develop their independence and stay and play without their parent. This will assist the child when it comes to their first day and hopefully a smooth integration. The school follows the East Riding admission policy regarding admission into FS2 and mainstream school. The schools admission number is 14 children.

Revised February 2018

To Review February 2019