

Admissions & additional charges Policy

Our nursery is open to all children and their families from both the local community and surrounding areas who are registered with Sure Start Children's Centres.

In accordance with Government legislation and Ofsted guidelines our nursery works within staffing ratios based on appropriate floor space within each room; this means on occasion we may not have availability for children in specific age groups.

Priority for nursery places is given to parents/children who meet the following criteria:

- Families with children already using the nursery
- Children living in the Children's Centre reach area
- Children with special educational needs or disability

To discuss your childcare needs, reserve or book a place within the nursery, please contact the Deputy Children's Centre Manager for further information.

Ash Green Children's Centre day care delivery models

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| Full day care offered in the Vicarage site | 8.00am-6pm | | |
| Morning session offered in the Vicarage site | 8.00am-12.30pm | | |
| Afternoon session offered in the Vicarage site | 1.00-6.00pm | | |
| Two year funding offered in the Vicarage site | 2 days of 7.5 hrs 9am – 4.30pm. <i>Additional childcare hours available to be purchased 8am – 9am 4.30pm – 6pm</i> | 3 days per week 8.00-1.00pm <i>Additional childcare hours available to be purchased</i> | 3 days per week 1.00-6.00pm <i>Additional childcare hours available to be purchased</i> |

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| 2 year old funding offered in the 2-3 room (within Ash Green Primary School) | 5 x am sessions 8.45-11.45am | 5 x pm sessions 12.30-15.30pm |
| Capped 4 place offer | 2 days per week 8.30am-3.30pm week claiming 14 hours per week Packed lunch required | |

Waiting List

In the event there is no current availability within the nursery you may wish to join our waiting list. There is no fee for registering with the nursery or for joining the waiting list; however we do ask that you inform us if your child no longer requires a place so that we can remove them from the list.

Early Education Funded Places for 2 Year Olds

Funded places through 2 year Early Education Funding are available during the nursery opening hours and during specified North Halifax Partnership Funded period dates. Please see our website for more information.

For further information and guidance on the terms and conditions of these places, please refer to our **Early Education Funding Attendance Policy**.