

BRISTOL REFUGEE RIGHTS

EARLY YEARS PROJECT ADMISSION POLICY

THE POLICY

1. PURPOSE

1.1 To ensure that there is a fair procedure in place for offering places.

1.2 To ensure families have clear and accessible information regarding the admissions process.

2. GENERAL PRINCIPLES

2.1 No child or their parent shall receive less favourable treatment on grounds of any of the following 'protected characteristics' (in line with the Equality Act 2010):

- age
- disability
- gender reassignment
- marriage and civil partnership
- sex
- pregnancy and maternity
- race or ethnicity
- sexual orientation
- religion and belief

BRR will also not discriminate on grounds not covered by the Act such as immigration status, socio-economic disadvantage and trades union activity, and will encourage compliance with the Human Rights Act 1998.

2.2 Places in the Early Years Project (~~crèche~~) will be provided to any parent who has a ~~pre-school age child~~ between 1 and 5 years old and is a member of Bristol Refugee Rights or Refugee Woman of Bristol.

2.3 Crèche places will be available based on activities on offer within the Welcome Centre, which could include adult learning, volunteering opportunities, advice appointments or family support sessions. Parents may request that their child joins the crèche to benefit their child. Parents always need to be present on the Wellspring site during the creche.

3. ROLES AND RESPONSIBILITIES

3.1 All Early Years Project staff and volunteers should be familiar with and seek to implement this policy.

3.2 The Early Years Project Manager ~~(and the Creche leader in their absence)~~ is responsible for ensuring this policy is complied with and that all Early Years Project staff and volunteers are familiar with its contents.

4. RELEVANT LEGISLATION AND POLICIES

4.1 This Policy complements, and should be considered along with other BRR Policies:

- *Equity, Diversity and Inclusion Policy*

4.2 This Policy is informed by the following legislative requirements:

- *Equality Act 2010*

5. SCOPE

5.1 This Policy only applies to the Early Years Project operated by Bristol Refugee Rights.

THE PROCEDURES

6. REGISTRATION REQUIREMENTS

6.1 For a child to attend the setting, they must be aged between 10 and 54 years old. ~~up to when they start school.~~

6.2 Parents/carers must have completed and signed an up to date registration form. The information in the application forms should be ~~ese must~~ be updated annually in line with our registration procedure.

6.3 If additional support is required for a child to attend the setting, e.g. a support worker or if a child has medication needs, Early Years Project staff will work with the parents/carers and other relevant professionals prior to admission and will aim to accommodate individual needs.

Date Agreed: December ~~November~~ 2023~~2~~

Date for Review/Who to Review: 1 year

This policy will be reviewed annually by The Early Years and Families Sub-Committee.