

# Admissions Policy

At the Montessori Children's House, St Andrews, we accept children once we've agreed with parents that our school can meet your child's needs, and once we've received a completed registration form. A completed registration form may be submitted at any time, following a visit. When the school receives the form, you will be advised whether a place is available or if you are to be placed on the waiting list. Our entry point is 3-years-old and, as such, priority is given to those children and thereafter to 4-year-olds.

Prior to registering their child, parents are invited to observe the classroom and talk to the teachers. They and their child are then invited to return on a separate visit and join in with the class. If, after these sessions, the setting is deemed right for the child, the parents may fill in the registration form. Once accepted, the child is encouraged to spend a short morning in the class the term preceding their entry. This will facilitate the child's smooth transition into the group.

Montessori Children's House is an equal opportunities school and does not discriminate on the grounds of gender, race, culture or ability. Every effort is made to accommodate children with additional support needs; we must, however, balance the needs of the individual child with the needs of the group as a whole. We may refuse admission if a child's needs are likely to overwhelm or unbalance the nursery community. If a child is deemed to need 1:1 support or additional equipment we may have to delay entry until this is in place.

When a child begins his/her first term, close communication with parents is considered essential in ensuring as smooth a settling-in period as possible. At this early stage, staff will speak to parents after each session to give feedback. Where it may be beneficial to the child, they may attend for a slightly shorter morning for a few days. Most children, however, settle quickly and embrace the routines. We will have a settling-in meeting with parents a few weeks after the child begins.