



Menston Preschool Admissions Policy

Statement of Intent

It is our intention to make our Preschool accessible to children and families from all sections of the local community.

Aim

We aim to ensure that all sections of the community have access to the Preschool through open, fair and clearly communicated procedures.

Methods

To achieve this aim, we operate the following admissions policy:

- We ensure that the existence of the Preschool is widely advertised in places accessible to all sections of the community.
- We ensure that information about our Preschool is accessible, in written and spoken form and, where appropriate, in different languages. Where necessary, we will try to provide information in Braille, or through signing or an interpreter.
- We will arrange our waiting list in order of date of birth. In addition, our policy will prioritise in the following way:
 1. Children who have siblings at Preschool
 2. Children who will be attending, or who already have siblings attending Menston Primary School.
 3. Children living outside the Menston village boundaries

In addition to the above criteria individual circumstances will always be taken into account.

Sessions

Each term parents may be able to request an increase or change to sessions. This is subject to availability of places with allocations made in accordance with our admissions criteria.

Menston Boundaries

For admissions to Preschool the area is defined as follows:

- Throughout Menston village
- Along the A65 Guiseley direction as far as the White Cross (Wetherby Whaler) roundabout
- In the direction of Burley as far as Menston Old Lane / Esso petrol station
- In the direction of Otley as far as Ellar Ghyll and the Chevin End
- Along the Moor Lane/Moor Road as far as Burley Woodhead
- Along Bingley Road to Moor Lane/Moor Road

Children outside the Menston area will only be accepted if there is sufficient space at Preschool.

Equality statement

- We describe our Preschool and its practices in terms of how it treats individuals regardless of their gender, special educational needs, disabilities, background, religion, ethnicity or competence in spoken English.
- We describe our Preschool and its practices in terms of how it enables children with disabilities to take part in the life of the Preschool.
- We monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- We make our equality and diversity policy widely known.
- We consult with families about the opening times of the Preschool to avoid excluding anyone.
- We endeavour to be flexible about attendance patterns to accommodate the needs of the individual children and families.

Policy reviewed annually

Last reviewed: August 2025 (EN)