



## Admission Policy

Yellow Birds Play Academy can admit 24 - 60 children between the ages of 3 – 13 years old. This is dependent upon the allowance of 2.3m<sup>2</sup> per child and the number of level 3 qualified practitioners available for each play space.

In deciding who to offer places to, Yellow Birds will take into account all of the following criteria which will be applied in this order:

- Children that are registered with Yellow Birds for the current academic year
- Siblings of children who are / or have attending the Yellow Birds provision
- Children who have been booked to attend in advance for three or more days
- Children from the local primary schools that each club serves
- Children in public care
- Children of parents/ carers living or working in the local area
- Children with additional or Special Educational Needs and children presenting challenging behaviour. This may be subject to funding or and the provision of 1-2-1 support.

When booking a place, parents/cares are required to pay their fees one month in advance.

- Places can be cancelled by giving one month's notice prior to the next invoice being sent out.
- If a place cannot be offered immediately, names will be kept, in order of application, on separate waiting lists for each session. Priority will be given according to the criteria above
- Prior to a child's attendance, the parents/carers must complete an admission form which includes various consent forms and attend a Club Welcome Visit.