**Homerton Early Years Centre**

**POLICY FOR ADMISSIONS TO OWLETS**

1. In addition to Nursery sessions, there are up to 24 places for an extended day available [‘Owlets’].These are available daily in the Afternoon and in the Late Owlets groups. Parents requiring a place or places at Owlets must register each child to join the waiting list, (which includes existing members who want extra days or to change days.)
2. Owlet places are allocated in line with Nursery place allocation. Nursery Admissions take priority, with Owlets places offered in support of Nursery admissions. Every effort is made to pair the nursery allocation of individuals with requests for Owlets places, but given the small number of available spaces this is not always possible.
3. Applications for Owlet places can be made at any time in the school year.
4. When an Owlet applicant is top of the waiting list for a particular day, regular admission on that day may be offered – although all the days requested may not be available at the same time. Applicants can either accept the day offered and remain on the waiting list for any other days, or may wait at the same position on the list until more days become available. However, in the latter event, the day’s attendance will be offered to the next person on the waiting list.
5. The attendance of children of members of Homerton staff and governors will receive special consideration.

1. Four weeks’ notice of termination of changes in attendance must be

given.

1. Under relevant law and DfE guidance, the Centre is required to keep a list of any children and families who have previously left the Owlets under adverse circumstances. Such children can only be admitted after consideration by the Head of Centre and staff of Owlets.