



Admissions Policy

Enchanted Day Nursery cares for up to 111 children per day, from the ages of three months to five years. It has been custom built to cater for children in accordance with legal space requirements set out in the Early Years Foundation Stage (EYFS). Standard sessions operate from 8am-6pm and we offer a breakfast club from 7am-8am, which can be added on to a standard session booking at an extra cost. Where necessary we operate a waiting list and places are offered on an availability basis.

Many parents/carers would like to visit the nursery before deciding on registering a place for their child. "Show rounds" can be organised with the nursery manager or senior member of staff. This can help guide families to feel more comfortable in choosing a setting that is right for their family.

Enchanted Day Nursery operates an inclusion and equality policy, welcoming children and families from all different backgrounds and cultures. This ensures that spaces are available and accessible regardless of somebody's protected characteristics (see equal opportunities policy).

When booking a place at Enchanted Day Nursery, we ask you to fill out a registration form and enclose a registration fee of £45. Upon receipt of a completed registration form and deposit, the child's sessions will be reserved, subject to availability or their name will be placed on a waiting list. The registration fee will be refundable only in the event that we are unable to offer the child a place. Information collated within the form will be personal details relating to the child, such as dietary requirements, collection arrangements, fees and sessions, medical information, parental contact etc. We also ask parents/carers to bring in a copy of the child's birth certificate or passport and NHS number as proof of the child's age. All information gathered is stored, shared and disposed of in line with the GDPR 2018 legal requirements (please see our privacy notice).

Enchanted Day Nursery offers 12% reduction of fees, for siblings attending the nursery, if both/all attend more than 2.5 sessions a week. This will be deducted from the eldest child's fees. We offer a twin discount of 15% applied to one twin's profile. We also offer a 10% discount to NHS staff, after showing valid ID. The nursery also requires four weeks' notice in advance to withdraw a child from the setting or reduce their nursery sessions. Sessions will still be chargeable if parents choose for their child not to attend this four-week notice period, as agreed within the signed contract attached to the registration form.

Free Early Education Funding

Enchanted Day Nursery accepts all free early education funding for two, three- and four-year olds. Please see our funding policy for more information.