


**Pre-School at
St. Saviours
Prospectus**



Ofsted Registered Since 2004

sowing the seeds of life



Pre-School at St. Saviour's is FEET Registered
(Free Early Education for Two year olds)



Our Setting:

Pre-School at St Saviours is situated in a church hall in the centre of Brookwood village community. Our nearest school is Brookwood County Primary and we are situated, just a short distance from Pirbright, Knaphill and St. John's, Woking. All staff at the Pre-School appreciate that young children need a happy and secure environment to thrive in and strive to achieve this by creating a homely and welcoming atmosphere.

Our Pre-School offers education and care for children below school age and over the age of two years.

Our aim is to provide:

Quality and Consistency, so that every child makes good progress and no child gets left behind;

A Secure Foundation through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly;

Partnership Working between practitioners and with parents and/or carers;

Equality of Opportunity and anti-discriminatory practice, ensuring that every child is included and supported.

We offer your child:

- A specially tailored curriculum leading to approved learning outcomes.
- Termly reports outlining what each child has achieved and future provision for that child.
- Individual care and attention made possible by a high ratio of adults to children.
- Fun and friendship with other children and adults.
- The support of a personal key person.
- Opportunities for you and your family to be directly involved in the activities of the group and in your own child's progress.
- Annual parent evening with the child's key person.
- Grandparents festival, Christmas performance and Gym sessions.
- Regular visits to the local park.

Our Pre-School sessional times are:

Early birds 8.30—9.00am

9am—12pm—Morning Session

12-12.30pm—Lunch Club

12-3pm—Afternoon Sessions

Early birds and Lunch club are £3.15 each or can be taken as part of your funding entitlement

3-4 Year Old Children (Funded Children)

In the term after your child's 3rd birthday they are entitled to Early Years Free Entitlement for 15 hours per week, for 38 weeks. If you would like further information regarding your free entitlement please visit www.surreycc.gov.uk/fis

2-3 Year Old Children (Fee paying or FEET funded)

The 2-3 year old children are called Kittens.

The term after your child becomes 3 he/she will be funded by the Government for 15 hours per week.



Some children are entitled to FEET funding (Free Early Education for Two year olds). This is 15 hours, for more information please visit www.surreycc.gov.uk/FEET

30 Hours (We are open for 25 Hours)

Some 3/4 year olds are entitled to '30 hours' please visit www.childcarechoices.gov.uk



St George's Day picture

Fees:

Fees are payable half-termly in advance. If at any time you have difficulties with the payments please speak to either of the Pre-School Managers. Fees continue to be payable if a child is absent. In terms of prolonged absence, parents should consult the management about fee payment. Each child's attendance at the group is conditional upon continued payment of any necessary fees and/or funding.

Fees can be paid in three ways, through the bank by internet banking or telephone banking, (if you would like to do this please see Sally or Jeanette for all the details), cheque or cash. Cheques should be made payable to 'Pre-School at St Saviours'

Early years free entitlement and FEET funding can be taken flexibly. For children who are not covered by the government funding or for any additional hours the cost is £6.30 per hour.



Chalking outside



Wood work

Registering Your Child

If you would like to register your child with us, please fill in a Registration Form. We charge a £5 administration fee that should be enclosed with the form.

Accepting a place

When your child is offered a place at the setting you will be sent a Placement form which needs to be filled out and sent back to us by the stated date to guarantee your child's place. If you will be paying fees for your child to attend the Pre-School you will be asked to pay a £40 Placement Acceptance Fee (non-refundable).

Childcare Vouchers

Some companies offer Childcare Vouchers to help their employees pay for childcare. If you have access to these please speak to Sally who will arrange for you to use them.

Additional Charge

There is a 50p a session or £1 for all day, charged to cover items such as tissues, snacks, cleaning products, administrative items, food handling gloves etc. If you do not wish to pay this you have the option of providing all these items yourself for each day your child attends.

Ofsted

In June 2014 we had our latest Ofsted Inspection, if you would like to read a copy please visit the Ofsted website at www.ofsted.gov.uk and click on 'reports'. There is also a copy available for reading on our 'notice board' in the main entrance hall of the setting.



Curriculum

During your child's time with us they will be following the Early Years Foundation Stage (September 2012), this runs between birth and five years. It is also the stage that they are in until the end of the Reception year at school.

Children do best when parents and professionals work together. As you know more about your child than anyone else we will be asking you about your child and sharing information with you. By doing this it will help you to notice how well they are developing and learning.

Below is a summary of The revised Early Years Foundation Stage.

What does it mean?

The Early Years Foundation Stage (EYFS) is a document for early years providers, to help them support your children's learning and development from birth to five years old. (Revised EYFS April 2017)



Mark making without scissors or glue.

Who makes sure that registered early years providers are following the EYFS?

All registered early years providers are inspected by Ofsted to make sure they meet the legal requirements of the EYFS. The supporting children team offer support and information to early years providers too.



The Hungry Caterpillar



Decorating gingerbread men

The revised EYFS reminds early year's provider how important it is to have a good relationship with you. And it recognises that you need to be given more information about your child's learning and development. The requirements for your child's safeguarding and welfare have also been revised.

What do you mean by safeguarding and welfare requirements?

To explain, here are a few of the EYFS Safeguarding and Welfare statutory requirements that early years providers need to put in place to keep your child safe. Early years providers must update their policies and procedures to make sure that if your child is in their care, then they are protected. These include:

- They must have a policy on the use of cameras and mobile phones.
- There must be training and supervision for all staff to make sure that they fully understand their roles and responsibilities.
- They must keep full records of how to keep and give medicines and who is trained to do this.
- They must have strict data protection and a system to protect confidential information.
- They should have a named person for the management of behaviour.

What else does the EYFS do?

The EYFS also sets out what all early years providers must do to make sure that your child learns and develops. It promotes teaching and learning to make sure all children have the skills to get them ready to progress through school and future life. Early years providers must make sure that their staff are fully aware of what they have to do, to make sure your child's individual needs are met through the EYFS.

Who will make sure my child's learning and care is tailored to them?

Your child will be assigned a key person when they start with an early years provider. You will be told the name of the key person and their role. The key person is there to make sure that your child's learning and care is tailored to meet their individual needs, through discussion with you. They will also support you in giving you ideas on what learning you can do at home with your child.



Diwali Lanterns



Firework Pictures

What will my early years provider be doing with my child?

Your early years providers must think about the individual needs, interests and stages of development of each child in their care. Early years providers working with children from birth to three years old, will be expected to focus on the following three prime areas, which support learning in all other areas.



Areas of Learning

Personal, social and emotional development:

- making relationships
- self-confidence and self-awareness
- managing feelings and behaviour

Physical development:

- moving and handling
- health and self-care

Communication and language:

- listening and attention
- understanding
- speaking

These three prime areas help children to develop and learn, and become ready for school. As well as the three prime areas, early years providers will also plan activities in the following areas of learning and development, known as specific areas.

Pizza Making



Pumpkin painting



Literacy:

- reading
- writing

Mathematics:

- numbers
- shape, space and measure

Understanding the world:

- people and communities
- the world
- Technology

Expressive arts and design

- exploring and using media and material
- being imaginative

How will I know how my child is progressing within the EYFS requirements?

Assessment helps you find out about your child's progress, understand their needs and plan their activities. Your child will have two important assessments before the end of the EYFS. The first when they are between two and three years old and the second in the final term of the year in which your child reaches the age of five. On-going assessment is also an important part of this. Your child's early years provider will look, listen and note how your child plays and then build on this by planning a challenging environment to support your child's development. You can also share what you see your child doing with your child's key person.

What if I am worried about my child's development?

If you're worried about your child's progress, talk to your early years provider and together you can agree how to support your child. If your child's home language is not English, their early years provider must give them opportunities to develop and use their home language in play and learning to support their language development at home. Your early years provider must also make sure your child has enough opportunities to learn and reach a good standard in English language during the EYFS.

How can I find out more?

Talk to your child's key person who will be happy to answer any questions you have. You can also view a copy of the Statutory and non-statutory Framework for the Early Years Foundation Stage 2017 on the Department for Education website www.education.gov.uk

There is also additional information on our website www.preschoolatstsaviours.co.uk

Key Person

Our key person system gives each member of staff particular responsibility for a small number of children giving each child one special adult that he or she is able to relate to. This can make settling into the group that much easier. The key person maintains links with the child's home life, working with parents through shared record keeping to ensure that all children are supported in reaching their full potential.

Record-keeping

An excellent record-system is implemented and observations of the children in the group are performed regularly. This enables us to draw up a curriculum for each child.

Continuous Professional Development

We are constantly in touch with new thinking in the field of child education and care. We receive up to date information and practical advice. We also have access to a range of professionally produced publications. On-going training is always available through courses and informal training is available through local meetings and conferences.

Policies

All of our policies are designed to offer the best possible experience for the children and families within the group. When a child starts at the Pre-School there are a number of policies that need to be read and a form to be signed by a parent. These policies are reviewed on a regular basis and comments and suggestions from parents are always welcome. There is a full copy of our policies and procedures in a file on the information desk in the main entrance and also available on our website www.preschoolatstaviours.co.uk

Outside Area



Smoking

We have a 'No Smoking Policy' at the Pre-School, this means there is no smoking permitted on the premises, this includes any outside areas such as the front car park. This policy is for staff and any persons entering the site.

Special Educational Needs and Disability

We are able to provide individual attention to each child. It is important that each child is able to progress at his or her own rate of development, and this is true for children with, or without, disabilities or learning difficulties. We are experienced in working in close liaison with professionals across a range of special educational needs. Please let us know if at any time your child is receiving any additional help. If you wish to discuss your own child's special needs or have any concerns about your child, please feel free to do so with, either, his or her key person or one of the Pre-School Managers.

Management and Administration

Day-to-Day Responsibilities

The Pre-School is owned and managed by Sally Martin and Jeanette Samuel along with a team of qualified and experienced staff.

The Team at Pre-School at St Saviours hopes that your child's time with us will be happy and productive. Should you have any concerns or questions, please do not hesitate to contact either management, or a member of staff and we will be only too pleased to help.

Owners/Managers

Sally Martin

Jeanette Samuel

Visit to the local allotments



Christmas decorations the children made



Display made for our Grandparents Festival



Pre-School at St. Saviours

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