



Lee Mount Pre-School

'A safe, caring, inclusive and stimulating environment where every child is unique and can learn through play and discovery'



Our aims

- 1) To provide high quality care and learning for all our children.
- 2) To have good communication with the parents/carers to enable us to plan activities to include those that interest the child away from the setting and to include the parents/carers in their child's progress and development at pre-school.
- 3) To provide varied, flexible and stimulating activities at each session which will meet the individual needs of every child, using both indoor and outdoor areas.
- 4) To provide a safe and happy environment in which every child can play and which guides child development.
- 5) To encourage each child to become independent in all that they do and to feel safe and confident in the care of other adults.
- 6) To encourage each child to explore his/her world with enthusiastic, inquiring and creative minds, building on his/her own natural curiosity.
- 7) Maintain relationships with other childcare providers and with the primary schools that the children will eventually attend.
- 8) To achieve a service which provides equality of opportunity and freedom from discrimination on grounds of race, sex, class, or disability in both the service provided and the employment of staff.
- 9) To ensure all staff have the opportunity to develop professionally through training opportunities.

Our mission statement

We will provide a positive Pre-School environment as we help, support and prepare each individual child for school and beyond in a warm, loving, caring and safe environment.

Newsletters

There is a regular newsletter sent to parents giving information about the Pre-School.

Premises and Security

A risk assessment has been drawn up for the premises. Each morning a check is made of both the indoor and outdoor areas.

Our Staff

Pre-School Manager. SENCO. Named person for Safeguarding.	Donna Peace	*Early Years Teacher Status *BEd (Hons) Level 6 *Foundation Degree in Early years *BTEC Level 3 *SENCO Training 2013 *Paediatric First Aid 2013 *Safeguarding 2013 *Food Hygiene 2012
Early Years Practitioner (Level 3).	Rachael Ogden	*EDI Level 3 *CACHE Level 2 *Paediatric First Aid May 2012
Early Years Practitioner (Level 3).	Michelle Collins	*CACHE Level 3: Early Years Care and Education *Safeguarding 2013 *Food Hygiene 2012 *Paediatric First aid April 2011
Early Years Assistant (Level 2).	Charlene McDermott	*Working towards NVQ Level 3 *EDI Level 2 *Safeguarding 2013 *Paediatric First aid 2012

Parent support

We encourage and welcome any parent to come into Pre-School and play with their child. This will enable you to participate in the Pre-School session and children will look forward to you being there. Above all, we hope that you will enjoy any time you can spend in Pre-School with your children. We have 'stay and play' sessions, where you can come in and be part of your child's Pre-School day. We also ask you to tell us about your child's learning at home and we will write it on a wow card. Wow cards are for you to let us know what your child is doing at home and we can help celebrate this. The wow cards will then go in your child's learning journey.

Our Sessions

The Pre-School is registered to all children eligible to accept Early Education Funding following the term in which they are two years of age, for fifteen hours a week. The Pre-School is registered with Ofsted; a copy of our registration is displayed in Pre-School. The Pre-School maintains a minimum ratio of one adult to four children aged 2-3 years at each session.

Monday	8:40-11:40	12:25-3:25
Tuesday	8:40-11:40	12:25-3:25
Wednesday	8:40-11:40	12:25-3:25
Thursday	8:40-11:40	12:25-3:25
Stay and play	11:30-11:40	3:15-3:25
Friday	8:40-11:40	12:25-3:25

Pre-School Holidays

Pre-School will have the same holidays and training days as Lee Mount Primary School. A list of holidays is displayed on the notice board within Pre-School. Additionally a copy can be provided for you.

Snack

Snack will be provided during every session. Snack will consist mainly of fruit or other healthy alternatives. An example of when fruit may not be given is during special events or festivals, such as Chinese New Year, however these will be kept to a minimum and only small tasters will be used.

Milk and water will be provided at snack time and children will have access to their own water bottle for use throughout the whole session.

Dress for Pre-School

We recommend that children do not wear their best clothes to Pre-School as children will have access to paints, glue, water, dough and so on. Although we will encourage your child to wear an apron when exploring the different materials, there's still the possibility their clothes could get a little messy or wet. It is advisable that your child brings a spare set of clothes to Pre-School.

We advise children to wear sensible sturdy shoes that are attached to their foot as children will be taking part in physical activities. We recommend if children have a pair of wellington boots that they bring them to Pre-School during the winter months. It is recommended that children do not wear wellington boots all day due to comfort, therefore a change of footwear is advised for your child to wear indoors.

All coats, hats, footwear and clothes should have your child's name written inside.

Toilet / potty training

We have facilities in Pre-School to change nappies; however it is parent's responsibility to provide wipes and nappies for their child. Your child's nappy will be changed each session.

When your child is developmentally ready to begin toilet/potty training and your child has started this at home first, we will then work in partnership to work towards your child becoming toilet trained. We advise you provide lots of spare clothes at this point.

Activities

As a staff team we plan each week around a theme or a book; however our main focus is planning around children's interests, their individual needs and next steps.

Book Corner: Children will always have access to a diverse range of books including fiction, non-fiction, books with different textures and pop up books. Children will also have access to rhymes and poetry.

Water and Sand: Water or sand will be available each session, either inside or outside or both. Resources are presented in different ways with different tools to allow children to explore the material's different properties. Sand and water enable children to carry out filling and emptying.

Paint: Paint will be accessible every day on the paint easel or the creative table. We regularly introduce painting techniques such as a variety of printing and bubble painting.

Creative: Children will have access to a range of media, cutting and sticking and mark making materials at every session.

Play dough: Children will have access to play dough or a malleable alternative, such as salt dough, clay and corn flour, at every session.

Heuristic play: A main focus is heuristic play and treasure baskets. We believe children learn about pattern, shape, sorting and stacking through exploring using their senses.

Construction and Small world: These resources include animals, cars, trains and dinosaurs which will be available during each session. These resources provide children with opportunities for building and representing their world through play.

Role play: Children will have access to the home corner at each session. This takes the form of an area with a kitchen and other props. The home corner may change theme from time to time, for example in to a shop, depending on the children's interests.

Outside: At Lee Mount Pre-School we encourage the children to use the outside space in all weather and for some of the session the door is open for children to choose themselves as to whether they play indoors or outside. We have a climbing frame with a slide, bikes, scooters, balls, hoops and so on to enhance children's physical development.

Technology and Programmable toys: We have remote controlled vehicles, Bee-bots and walkie-talkies for the children to use.

Music: Musical instruments will be accessible during every session and we will encourage singing, dancing and movement to promote the enjoyment of sound and music.

Key Person

Every child will be assigned a key person. The key person will take photographs, carry out observations and plan for your child's interests and next steps. They will create a learning journey file which both parents and staff will add things too. At the end of each half term, parents and/or carers will be invited to attend a meeting with their child's key person to discuss their development and progress.

Policies and Procedures

There is a copy of all Pre-School policies and procedures within a file in Pre-School for parents / carers to access at any time. A copy can be provided upon request.

Contact us:

Lee Mount Pre-School
c/o Lee Mount Primary School
Lee Mount Road
Lee Mount
Halifax
HX3 9EB
Tel: 01422 352856
Fax: 01422 361423

Email: admin@leemount.calderdale.sch.uk