



## About us

Guyhirn Pre-School has been established within Guyhirn Church of England Primary School since September 2009. The Pre-school has proven to be an important part of the local community for many families and is based securely and safely next to Cubs class, thus providing a natural and easy transition for the children to go into school.

We are Ofsted registered to provide care for up to 10 children per session from the age of 2 years until the children start school.

Our good staff to child ratio means that the children receive a high level of personal attention. Members of staff are fully approved, qualified and experienced in working with young children, and they also receive additional regular training.

Our aim is for children to learn through play. Each Pre-school session is carefully planned around each individual child to enable them to take part in a wide variety of stimulating, imaginative and fun activities. This allows each child to develop to their full potential, based on the curriculum of the Early Years Foundation Stage (EYFS). The children have constant access to both indoor and outdoor play, no matter what the weather. Therefore, a change of clothes is always a good idea, as if it is raining the majority of children will enjoy putting on their wellington boots to go jumping in the puddles!

Any member of staff will promptly address any queries or concerns, if you have any. Please come and speak to us. If you feel that your concerns are not being addressed, they should then be presented in writing to the Pre-School Leader, Head Teacher or Chair of Governors who will investigate and feedback within twenty-eight days. You may also address more serious complaints to Ofsted.

## **Early Years Foundation Stage**

There are seven areas of learning and development that must shape educational programmes in Early Years' settings. All areas of learning and development are important and inter-connected. Three areas are particularly crucial for igniting children's curiosity and enthusiasm for learning, and for building their capacity to learn, form relationships and thrive. These three areas, the prime areas, are:-

- Communication and language
- Physical development
- Personal, social and emotional development.

Providers must also support children in four specific areas, through which the three prime areas are strengthened and applied. The specific areas are:-

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design.

Educational programmes must involve activities and experiences for children, as follows:-

**Communication and language development** involves giving children opportunities to experience a rich language environment, to develop their confidence and skills in expressing themselves, and to speak and listen in a range of situations.

**Physical development** involves providing opportunities for young children to be active and interactive, and to develop their co-ordination, control, and movement. Children must also be helped to understand the importance of physical activity and to make healthy choices in relation to food.

**Personal, social and emotional development** involves helping children to develop a positive sense of themselves, and others, to form positive relationships and develop respect for others, to develop social skills and learn how to manage their feelings, to understand appropriate behaviour in groups and to have confidence in their own abilities.

**Literacy development** involves encouraging children to link sounds and letters and to begin to read and write. Children must be given access to a wide range of reading materials (books, poems, and other written materials) to ignite their interest.

**Mathematics** involves providing children with opportunities to develop and improve their skills in counting, understanding and using numbers, calculating simple addition and subtraction problems and to describe shapes, spaces and measures.

**Understanding the World** involves guiding children to make sense of their physical world and their community through opportunities to explore, observe and to find out about people, places, technology and the environment.

**Expressive arts and design** involves enabling children to explore and play with a wide range of media and materials, as well as providing opportunities and encouragement for sharing their thoughts, ideas and feelings through a variety of activities in art, music, movement, dance, role-play and design and technology.

### **Key Person**

When your child joins Pre-School they will be allocated a specific member of staff as their key person. The key person carries out regular observations of the children in their group and ensures that they are happy and progressing well.

Parents are able to speak to their child's key person about their child whenever they wish and we hold regular parent days where you are invited in to join us for an event.

### **Lunch**

Our all day sessions and afternoon sessions, which have proved to be extremely popular with both parents and children, are a good way of preparing children for school.

As a healthy eating school, we do have a policy of healthy eating and to help you we have produced some guidelines. We would request that children do not bring sweets or fizzy drinks in their packed lunch bag. Chocolate should be limited to one item. If your child would prefer a school dinner, they are able to do so with choice from our three week rolling school menu. The school dinners are prepared freshly on site each day by the school cook.

During the morning sessions, children have constant access to water for drinking. At ten o'clock, we also provide a snack, of seasonal fruits and vegetables, and a drink of milk or water.

### **Arriving**

Children are expected to arrive promptly at the start of each session at 8.45 am for the morning sessions or 11.45am for the afternoon sessions. Being prompt will help your child to settle quickly whilst also encouraging a good routine before starting school.

### **The Local Community**

We try our best to raise the children's awareness of the local community by taking them out into it and by having visitors come to us. For example, we may visit the Chapel of Ease, or have police officers in school to talk to the children.

### **Sessions**

Morning sessions: Monday to Friday 8.45 am to 11.45 am

Afternoon sessions: Tuesday and Wednesday 11.45 am to 2.45 pm

You can also book an all day session on a Tuesday and Wednesday from 8.45 am until 2.45 pm.

Please note that a late charge will be applied, if a child is collected later than the specified time, to cover the cost of the additional supervision by a member of staff.

We work with families and our statutory partners to provide the very best outcomes for children in our care. Sometimes children are absent from Pre-school for an extended period of time and we ask families to contact us as soon as possible to notify us of any reasons for this. If we do not hear from a family for more than two weeks, we will assume that they wish to withdraw their child from Pre-school and we will offer their place to another child on our waiting list. Please note that we are entitled to keep funding for that child for the rest of the term and the release of any funding will be in consultation with the Early Years' Funding Team and our agreement.

**Fees**

Fees for Pre-School are currently £14.00 per session (from September 2020) if your child is not funded. You will be given advance notice of any future changes to fees.

Children are funded for fifteen hours of care and education all 3yr olds receive funding the term after they have turned 3. We are also accepting extended hours of funding if you are entitled to the additional funded hours. The sessions will be allocated in consultation with staff, space permitting.

**Contact**

Pre-School may be contacted by telephone through the school office on 01945-450247. If we are unavailable to take your call immediately, please leave a message and we shall return your call at the earliest opportunity.