

Elmstead Nursery Prospectus



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Elmstead Nursery

At Elmstead Nursery, we are committed to valuing every aspect of a child's education. We believe that intellectual, social, emotional and physical development are all interrelated and a child who is happy and self assured will have the confidence to try new things and therefore extend their learning.

It is our aim that every child will experience a broad and balanced curriculum, in an environment that is happy, caring and stimulating.

NURSERY ADMISSIONS

General

Elmstead Nursery is managed by a Committee drawn from the Governors and staff of Elmstead Primary School and includes several nursery parent representatives. It is run as a limited company with charitable status as this enables us to admit children from 2 ½ years of age.

Admissions to the Nursery are considered separately from those of the main school.

Although it is anticipated that most children may move from the Nursery to the Primary School, there is no automatic right of transfer. Parents must complete application forms for both the Nursery and the Primary School.

Application forms are available from the School Office.

Parents are requested to submit application forms for the nursery as soon as possible, but certainly preceding the academic year for which admission is requested. Once a completed admission form has been received a child will be placed on the waiting list.

Places will be offered in line with the agreed admission criteria.

Nursery Admissions

Children can be admitted to the Nursery on the day after they are 2 years 6 months.

They will be entitled to receive free Nursery Education, for fifteen hours per week from the term after their third birthday.

Allocation of Sessions

Parents will be contacted the term before their child is due to start to advise on availability. Wednesday and Friday afternoons are reserved for children aged 2 ½ to 3; once they are 3, children may attend all other sessions. We attempt to accommodate parents' needs and wishes, however due to the high demand for places we have no alternative but to operate a priority system, according to the date of birth of the child. We have found this to be the fairest way of allocating sessions.

Starting and Finishing Times

The Nursery has sessions as follows:

Monday – Friday 8.55am – 11.30am Children must be 3 years old

Monday – Friday 11.30am-1.00pm Children may stay to lunch. They may bring their own lunch box or pay for a hot dinner. They are supervised throughout the lunch period.

Monday, Tuesday, 1.00pm – 3.30pm Children must be 3 years old.
Thursday

Wednesday and 1.00pm – 3.30pm For children 2 ½ - 3 years old.
Friday

Children should arrive no earlier than five minutes before the start of a session and need to be collected promptly. Only designated persons will be allowed to collect children from the Nursery unless staff are notified otherwise. Persons collecting children must be 16 years or above.

The Nursery is open for 38 weeks of the year and has the same term dates as the Main School and a list of these dates is available on request.

Parents may wish to stay a short while at the beginning of the session with their child when they first start at Nursery to see that they settle in. Staff will be happy for you to do this during the first few sessions. Some children may like to bring a toy as an additional comfort.

Location

The Nursery is in a separate building in the grounds of Elmstead Primary School and is completely enclosed. All visitors to the Nursery should first come to the main school.

Facilities

The Nursery has been purpose built, and is secure and self contained. Indoors, there are areas for water, sand and both role and imaginative play. There are also areas for construction toys, painting and other creative activities including music. There is a quiet area where children look at or share books, sit with puzzles or simply gather their own thoughts and an area where children will cook and help prepare snacks.

Outside, children will have opportunities to develop particularly their physical and social skills. There are areas for sand and water play, a nature and garden area and equipment on which the children can slide, balance, crawl and climb. There are also areas of shade and shelter.

Learning and the importance of play in the Early Years

All young children are naturally curious and this is something, which is nurtured when providing educational experiences. They learn best when they are interested and actively involved in what is happening around them. Activities for children are always both purposeful and stimulating.

Play is an important means by which young children learn. When children play, they feel they are in control of what is happening and are more confident to have a go and therefore to extend their understanding.

At the Nursery children have opportunities for play of all kinds, whether it is structured where the teacher has an intended outcome she wants the children to experience, or free play where the children decide the roles and the outcomes of the activity.

The Importance of Language

Language is a powerful way of sharing and developing children's understanding of the world. It is important to establish a dialogue with the children when they are involved in their activities in order to gain insight into how they are interpreting what is happening and to give them the language they need to describe their observations.

Independence

Many of the routines in our Nursery are designed to help the children become more independent. Children are encouraged to put things away and to put on their hats, coats, and gloves by themselves. This will help them prepare for their start to school life.

The Nursery Curriculum

Within the Nursery, all children are supported in developing their potential at their own pace. The Nursery Team will ensure a planned curriculum tailored to the needs of each child. By means of developmentally appropriate play activities and a high level of adult input, we will offer a curriculum leading to nationally approved early learning goals, which prepares children to progress with confidence to the National Curriculum at the age of five years.

Language and literacy

In both small and large groups, children are encouraged to extend their vocabulary and fluency by talking and listening, and by hearing and responding to stories, songs and rhymes. Children are helped to understand that written symbols carry meaning, to be aware of the purposes of writing and, when they are ready, to use drawn and written symbols for themselves. A well-stocked book corner gives every child the opportunity and encouragement to become familiar with books, to be able to handle them and be aware of their uses, both for reference and as a source of stories and pictures.

Personal and social development

Within a nurturing environment, children are individually supported in developing confidence, autonomy and self-respect. They are encouraged to work and concentrate independently and also to take part in the life of the group, sharing and co-operating with other children and adults. Through activities, conversation and practical example, they learn acceptable ways to express their own feelings and to have respect for the feeling of others. All children are given the opportunity, as appropriate, to take responsibility for themselves and also for the group, its members and its property.

Problem solving, reasoning and numeracy

By means of adult-support practical experience, children become familiar with the sorting, matching, ordering, sequencing and counting activities, which form the basis for early mathematics. As they use their developing mathematical understanding to solve practical problems, children are assisted to learn and use the vocabulary of mathematics, identifying objects by shape, position, size, volume and number. Songs, games and picture books help children become aware of number sequences and, when they are ready, to use simple mathematical operations such as adding.

Knowledge and understanding of the world

A safe and stimulating environment allows children to explore and experiment with a range of natural and manufactured materials. They learn to observe the features of objects and substances, recognising differences, patterns and similarities, and to share and record their findings. Children are assisted in exploring and understanding their environment, both within the group and also in the wider community. A range of safe and well-maintained equipment enables children to extend their technological understanding, using simple tools and techniques as appropriate to achieve their intentions and to solve problems.

Physical development

A range of equipment and opportunities, both indoors and out of doors, allows children to develop confidence and enjoyment in the use and development of their own bodily skills. A very high level of supervision enables children to safely create and meet physical challenges, developing increasing skill and control in moving, climbing and balancing. At the same time, children are supported in the development of the fine motor skills required to use tools, including pencils, and to handle small objects with increasing control and precision.

Creative development

Children are encouraged to use a wide range of resources in order to express their own ideas and feelings and to construct their individual responses in two and three dimensions. Art equipment, including paint, glue, crayons and pencils as well as natural and discarded resources, provides for open-ended exploration of colour, shape and texture and the development of skills in painting, drawing and collage. Children join in with and respond to music and stories, and there are many opportunities for imaginative role-play, both individually and as part of a group.

Special Needs

The number of adults present in the Nursery enables us to provide individual attention for every child. Each child is able to progress at her/his own rate in all areas of development, and this is true for children with and without disabilities or learning difficulties. We are experienced in working in close liaison with professionals across the range of special needs. If you would like to discuss the group's ability to meet your own child's special needs, please talk to the Nursery staff.

Staff

The Nursery is run by a qualified teacher who has experience in Early Years Education, she is supported by six part-time nursery assistants.

Snacks

Children will have a drink and a snack during their session. Children will sometimes help prepare their own and others' snacks. Please ensure that information is given of specific dietary requirements, allergies or dislikes your child may have by filling in the appropriate place on the admission form.

Each week the snack menu is displayed so that you are aware of what the children will be offered each day. Free milk is provided and we hope to include a variety of snacks including fruit and salad vegetables, sandwiches, as well as food from other countries. A donation of 25p per day is requested towards the cost of providing snacks.

Lunches

Children over the age of 3 may attend for lunch. They bring their own lunch box or pay for a hot dinner. They are supervised throughout the lunch period. Parents are requested to provide a nutritious lunch, with no fizzy drinks or sweets.

Clothes

Children will wear aprons for painting, sand and water play but it is possible they may get their clothes messy. Please ensure that the children wear something comfortable and practical to Nursery, which they can undo/do up themselves, not their best clothes please! Long hair must be tied back. Stud earrings only should be worn, i.e, no hoops.

Children are not expected to wear school uniform but sweatshirts with the Nursery emblem on are available for purchase from the Nursery Office. Caps are also available for purchase from the School Office, to offer some protection from the sun.

Children will also need Wellington boots and coats, as they will be using the outside areas throughout the year.

ALL children's clothes **MUST** be clearly marked.

Concerns

Staff are always available to discuss matters relating to a child both on a formal or an informal basis.

If a difficulty arises that cannot be solved by liaison with the Nursery staff, please speak to the Headteacher of the Primary School.

Health

The Nursery staff will administer basic First Aid treatment when it is necessary. Parents are informed of all accidents. For accidents, which are more serious involving hospital treatment, the Nursery will attempt to contact the parents, but failing this, the Nursery will act on behalf of the parents and authorise any necessary treatment.

Parents are requested not to send their child to Nursery if they are suffering from any infectious diseases or if they are generally unwell. The Nursery staff will administer prescribed medicines if parents complete a Medicine Consent Form.

Fees

Fees are payable monthly, in advance. Fees continue to be payable when a child is absent for whatever reason. Each child's attendance at the nursery is conditional upon continued payment of any necessary fees. We require half a term's notice if your child is to be removed from the Nursery.

We hope that your child's time at Elmstead Nursery will be a very happy and productive one. If you have any queries or if we can be of any help, please talk to the Nursery Team at any time.

If you would like more information or would like to arrange a visit, please telephone the Nursery on 01206 827583.

If you would like to apply for a place for your child please return the application form provided.