



**Little Learners
At
Primrose Lane
Prospectus**

Contents

Safeguarding Statement	3
The Aims of our Pre-School.....	3
Booking	4
Sessions & Fees	4
Early Years Entitlement.....	4
Starting Pre-School.....	4
Daily Routine	5
Lunch & Breakfast	5
Pre-school Team	6
<i>Key Person</i>	6
Early Years Foundation Stage.....	6
Parent Partnership	7
Sickness & Medication	7
Additional Needs.....	7
Positive Behaviour	8
Friends of Primrose Lane	8

Version information

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Welcome

We welcome you to Little Learners at Primrose Lane School and hope your association with us will be positive and enjoyable. We shall do our utmost to ensure your child's happiness and full educational development whilst here at Little Learners. The purpose of the prospectus is to provide a brief outline of Little Learners. In it you will find information about our aims, organisation, what your child will need on a daily basis, and the Early Years Foundation Stage. We hope you will find all of this material helpful.

Safeguarding Statement

The school and Pre-school takes its Child Protection responsibility seriously and aims to protect and safeguard the welfare of children in its care. Our ethos fosters partnership between school and parents, listening to and valuing children, training staff to be aware of signs and symptoms of abuse and carrying out the correct EYFS and local authority procedures, maintaining a safe school and pre-school environment, and working in partnership with other agencies in this area.

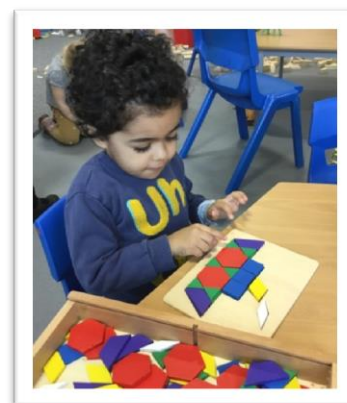
The designated child protection officers are: Mrs C Clark (Pre-school Manager), Mrs S Robbins (Pre-school Assistant), Mrs A Sherrard (Head of School) and Mrs A Nathan (Assistant Head), so please speak to them should you want to know more about these procedures, or see a copy of the pre-school's Child Protection and Safeguarding Policy.

The Aims of our Pre-School

We aim to provide a safe, caring, happy and well-ordered environment where everyone's contribution is valued, and all members of our pre-school community develop to their full potential.

The pre-school is committed to providing a broad, balanced and relevant curriculum, where all our children have equal access and individual needs are met. We aim for the highest standards in education. We aim to:

- enable children to become confident, enthusiastic and independent learners, actively engaged in their own learning;
- foster high self-esteem so children build positive relationships with peers and adults;
- encourage children to be caring of others within their pre-school, and within their local and global community. To encourage a respect for the environment as well as strategies for enhancing and protecting it;
- develop children's self-respect and encourage their respect for the cultures, values and attitudes of others;
- develop the key skills and thinking skills laid out in the Early Years Foundation Stage Curriculum, and to use these skills in imaginative, intellectual and creative contexts;
- provide a rich, broad and balanced skills based curriculum which gives many opportunities for awe and wonder; impart to children our high expectations of them, and to foster in them high expectations of themselves.



Booking

At Little Learners we welcome parents to view the pre-school and ask any questions they have regarding their child starting a new early years provision. All viewings will need to be booked through the school office to ensure a member of staff is available to meet with you.

If you would like to book a place at Little Learners you will need to complete the relevant paperwork; a registration form, fee policy agreement, Hello my name is ... booklet and if applicable, sign the various Early Years Entitlement funding forms. For funded children parents will need to produce their birth certificate or passport.

***** Please note by attending Little Learners Pre-school this does not ensure you a place at Primrose Lane Primary School. *****

Sessions & Fees

Our sessions and fees are listed below:

	2 Year Olds	3 & 4 Year Olds
	Sep 19	Sep 19
08.00am – 4.00pm	£38.80	£36.80
08.00am – 1.00pm	£24.25	£23.00
1.00pm – 4.00pm	£14.55	£13.80

Please be aware the pre-school has a minimum booking of 2 sessions a week, a 08.00am – 4.00pm session counts as 2 sessions. The session's prices are inclusive of snacks and drinks.

Early Years Entitlement

Somerset County Council will fund 570 hours of universal entitlement for 2, 3 & 4 year olds. The entitlement is available for a maximum of 10 hours a day with a maximum of 15 hours a week. This entitlement can be claimed at a maximum of 2 providers at any one time. Children become eligible for EYE funding the term after their third birthday or the date stated on your letter awarding you two year old funding. An additional 15 hours funding is available for 38 weeks for working eligible families who meet the criteria. For more information visit: <http://www.childcarechoices.gov.uk/>

To claim this additional funding, you will need to complete the Little Learners consent form, which gives the school permission to share your details, including your National Insurance Number with the Early Years Funding team. Failure to sign this form will result in you not getting the additional funding.

Starting Pre-School

Please bring on your child's first day; coat, wellies, clothing for the relevant weather, sun cream, drink bottle and at least 2 changes of clothes. Nappies, wet wipes and cream if needed. We request that you name all your child's items they bring to pre-school. Children learn through exploring their environment and playing with a range of sensory materials, therefore we ask that you send your child to Little Learner in old play clothes, we will be getting messy.



Daily Routine

Morning
Breakfast and free play
Welcome & circle time
Adult-led activities & outside play
Snacktime
Adult-led activities & outside play
Storytime, singing & music
Lunch
Outside play & Rest time
Hometime
Afternoon
Free play
Welcome & circle time
Adult-led activities & outside play
Snacktime
Adult-led activities & outside play
Storytime, singing & music
Hometime

This is a guide to the daily routine but can be changed based on children's interest or other planned activities like; walks, PE sessions and other pre-school related activities. Children arriving after 9am, please take them to the main school office.

Lunch & Breakfast

Pre-school children can purchase a hot meal for £2.40. Meals are provided through Chartwells via our onsite kitchen and can be booked through the ParentPay website. <https://www.parentpay.com/>. Please speak to the school office if you would like your child to have hot meals and they will provide you with your child's username and password.

The meal consists of a choice of main course, a pudding and a drink. There is also a vegetarian alternative. Should your child have a food intolerance please speak to the pre-school staff and provide details on your child's application form.

Alternatively, children may bring a packed lunch, with an ice pack, these should be nutritional. A healthy packed lunch should contain a mix of foods from the 5 food groups. Further guidance can be found at <http://www.healthylunch.org.uk/packedlunch/content>

Breakfast is available for £1.00 a day, served between 8.00 am – 8.30 am each day.

Pre-school Team



Mrs C Clark
Manager



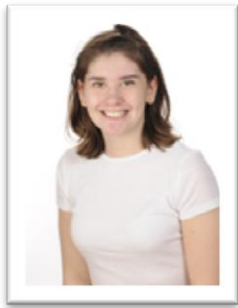
Mrs C Hobbs
Deputy Manager



Mrs S Robbins
Pre-School Assistant



Miss A Jones
Pre-School Assistant
(SENCO)



Miss E Scott
Pre School Assistant



Mrs A Bond
Pre School Assistant



Mrs J Neville
Administrator



Miss K Gillom
Lunchtime Supervisor

Key Person



Children thrive from a base of loving and secure relationships, which is usually provided by a child's parents but it can also be provided by a key person. A key person is a named member of staff with responsibilities for a small group of children who helps those children in the group feel safe and cared for.

The role is an important one and an approach set out in the EYFS, the key person role is to respond sensitively to children's feelings and meeting emotional needs by giving reassurance. The key person will also support physical needs too, helping with nappy changing, toileting and plan their key children's learning opportunities. The key person is a familiar figure who is accessible and available as a point of contact for parents and carers.

Early Years Foundation Stage

We aim to create a positive, interesting and stimulating environment in which children can develop and mature to achieve their full potential. Alongside the fostering of good relationships, we strive to encourage the development of a sense of responsibility, self-discipline, creativity and independent thinking. In broad terms, our curriculum is intended to encourage the development of children intellectually, socially, emotionally, physically and morally, and to provide children with the basic skills they need for life and work.

How we organise learning at Little Learners, children are engaged in purposeful planned learning opportunities in a well resourced environment that develops and stretches them and excites their imagination. We have high expectations for all children and we support them so that they enjoy rising to the challenges we offer. In the Foundation Stage, we focus on 3 prime areas of learning and the 4 specific areas;-

Prime areas

- Personal, social and emotional development
- Communication and Language
- Physical development

Specific areas

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design



These areas of learning dovetail into the national curriculum subjects of English, Mathematics, Science with Design Technology, ICT, History, Geography, Music, Religious Education, Art and Design and PE.

Parent Partnership

At Little Learners we recognise that parents / carers are the first and most important influence on their child's development and future outcomes. The role that mums and dads play in supporting their child's development is key to making a difference in their children's outcomes. When you entrust your child to us we will ensure that we actively engage with parents at all opportunities. We value the contribution made by parents and will regularly seek your views and feedback.

Sickness & Medication

We occasionally have children with health problems, or on a course of medicine, that we should know about. The administering of prescribed medication will be done by discretion of the pre-school staff, please bring medication to Little Learners where a form can be completed.

If your child becomes unwell during the day, we will make every effort to contact you. It is very important that we have up-to-date home/work telephone numbers, or other contact numbers.

If your child is absent from Little Learners, would you please telephone the school before 9am.

Additional Needs

Primrose Lane School and Little Learner welcomes children of all abilities and from all backgrounds. The aim is to provide children with a secure and stimulating environment in which they can develop their full potential and learn to respect themselves, others and their immediate and wider environment. The staff design their learning activities in ways that are suitable for all children. However, from time to time, some children will experience difficulties in school. These may be minor and temporary, or occasionally more severe and long lasting. In order to meet the needs of all children we ask that you talk to your child's keyperson.

Positive Behaviour

Little Learners is committed to ensuring that all children are treated as individuals and staff are expected to adapt a consistent approach with regards to promoting positive behaviour. We believe that children flourish best when their personal, social and emotional needs are met in an environment where there are clear and developmentally age appropriate expectations.

Friends of Primrose Lane

At Primrose Lane Primary we would like to establish strong links between school staff, parents and other family members. The aim of this is to raise money to fund school projects, which will help to enhance your child's school experiences.

We will be looking for parents and family members to join our staff to help fundraise and organise school events. We will have informal half termly meetings on a day and time that suits the majority of volunteers.

If this is something you would be interested in doing or have any particular skills that would be beneficial to the school then please contact the school office.

