



Nursery Prospectus



**Maidenbower Infant School Nursery
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**Please contact the Nursery office on the above numbers
if you have any concerns or queries.**



Introduction

Thank you for enquiring about Maidenbower Infant School Nursery, a busy happy place where fun and laughter are compulsory!

This prospectus explains:

- What the Early Years Foundation is about and how we meet its goals
- What happens in nursery on a day to day basis
- What sessions we offer
- Information on fees
- How to apply

The Early Years Foundation Stage

The early years of children's lives are characterised by rapid growth and development, with children experiencing a wealth of learning opportunities both with families and friends and through play outside their homes. In a nursery setting, the Early Years Foundation Stage is a national initiative to ensure all children have access to a challenging and enjoyable programme of learning and development.

A good quality educational establishment should:

- Have the best interests of the children at heart, and work with parents to meet each child's individual needs and thus ensure their welfare, safety and security
- Recognise the central importance of positive relationships as the basis for all learning, whether at Nursery or in the child's wider world
- Know that it is paramount that all children feel included and that actively participating is crucial in ensuring children feel secure, valued and with a sense of belonging
- Understand that learning is a complex process, unique to each child and that we can build upon a child's knowledge by following their interests

Meeting the Aims of the Early Years Curriculum

The Foundation Stage Curriculum is split into seven areas of learning:

- Personal, social and emotional development
- Communication and language
- Physical development
- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

Each area is important and is taught through a wide range of learning experiences both inside and outside where the children can explore, investigate, build upon, question, talk about, observe, reflect and respond to! Quite a challenge!



OFSTED COMMENTS

Children in early years thrive in all areas of the curriculum. Staff know children well and what they need to learn next. They skillfully plan learning which sparks children's interest. For example, children are fascinated when testing how ice melts using their first-hand experience. Staff interact with pupils to awaken their curiosity by asking 'I wonder' questions to promote discussion.

FREQUENTLY ASKED QUESTIONS

Will you be teaching my child their letters and numbers?

The Nursery curriculum and environment is play-based and through activities such as games, puzzles, songs and rhymes, your child will begin to learn counting, recognize letters that are familiar to them and start forming the letters in their name.

Meeting the Aims of the Early Years Curriculum

Area of development	What We Do To Achieve It
Personal, social and emotional development	<p>Give each child a positive self image and boost their self esteem which in turn, means each child becomes a valued member of their Nursery and key person group.</p> <p>Enable each child to develop and make relationships with both other children and adults and use positive approaches to new activities to bring out their enthusiasm for learning and confidence.</p>
Communication and Language	<p>Ensure all children have daily opportunities to talk and communicate in a range of situations, to respond to adults and each other, to practise and extend the range of vocabulary and communication skills they use and to listen carefully.</p>
Physical development	<p>Ensure there are many ways for each child to develop and practise their fine and gross motor skills and to increase their understanding of how their bodies work and what they need to do to be healthy and safe. This also helps children develop their positive sense of well-being.</p>
Literacy	<p>Provide a range of enjoyable pre-writing activities both indoors and outside for children to explore so they develop fine motor skills, see a broad range of words and texts and experience a rich variety of books in our environment</p>
Mathematics	<p>Allow the children to explore, play, talk about, practise and develop their understanding of numbers, measurements, pattern, shape and space in a variety of ways - inside and outside.</p>
Understanding the world	<p>Give countless opportunities to solve problems, make decisions, experiment, predict, plan and question, and to explore and find out about their environment and people and places that have a significance in their lives.</p>
Expressive arts and design	<p>Provide opportunities for children to explore and share their thoughts, ideas and feelings through a variety of art, design and technology, music, movement, dance and imaginative and role play experiences both inside and outside.</p>

A Summary of Our Aims

Maidenbower Infant School Nursery will:

- Provide a safe and stimulating environment where children feel happy and secure
- Encourage the emotional, social, physical, creative and intellectual development of children
- Promote the welfare of children
- Encourage positive attitudes to oneself and others and develop confidence and self esteem
- Create opportunities for play
- Provide opportunities to stimulate interest and imagination
- Extend children's abilities to communicate ideas and feelings

Our Partnerships

To achieve these aims takes much more than just organising a set of resources for learning. Values and attitudes are communicated to children by what adults do and say and by the expectations set for learning and behaviour. Children also learn from the quality of relationships among staff and between staff and children and the co-operation of staff with parents and the community.

In fact, we work closely in partnership with parents to develop children's learning. From the start, we promote this partnership by valuing and building upon children's early learning experiences which you begin telling us about at an initial meeting with your child's key person.



Working in partnership with you enriches your child's learning and ensures their happiness at Nursery, as we use the information you provide to expand the range of their experiences, to leave them confident and eager for further knowledge.

The Headteacher and Governors of Maidenbower Infant School have the responsibility for the Nursery's effective and smooth management. We work in partnership with them and share many of the school's philosophies and values.

What Will You Find in Our Nursery?

This section describes what you will find in our nursery, whether you are just taking a first look round or have come for your familiarisation session, which is offered as part of the settling in process when your child starts with us.

Sessions

The Nursery is open 8.30am to 3.00pm Monday to Friday, excluding school holidays, bank holidays and five Inset days.

Option	15 hours Universal Funding Sessions: Time of Session
Option 1:	9.00am to 3.00pm
Option 2:	8.30am to 11.30am
Option 3:	12.00pm to 3.00pm

Option	30 hours Extended Funding Sessions: Time of Session
Option 1:	9.00am to 3.00pm
Option 2:	8.30am to 11.30am
Option 3:	12.00pm to 3.00pm

Parents may choose any combination of the above sessions to use as 'Free Entitlement' sessions. It is possible to pay for your child to start at 8.30am or add additional hours at our current hourly rate.

For any children that are not eligible to claim Free Entitlement, sessions will be charged at the current hourly rate.

PARENTS COMMENTS

"The teachers have been absolutely amazing in nurturing children here."

"Staff are just amazing, the genuine care shown to the children is beautiful to see, and immensely reassuring. The fun and variety the children have is fabulous."



A Free-Flow Environment

Young children's minds and bodies develop best when they have free access to stimulating environments for learning both inside and outside.

Therefore at Maidenbower Infant School Nursery, our children enjoy a free-flow nursery so that they can move inside and outside as their play dictates. The children are the ones deciding where they want to play, what they want to play with and with whom.

Both our indoor and outdoor learning environments contain equipment and resources for imaginative, physical and emotional development, such as role-play areas, sand and water play, trikes and so on.

Similarly, for parents and carers we operate an 'open door' policy so feel free to pop in at any time. If you are concerned or interested in how your child is developing, you can ask your child's key person any time.

PARENT COMMENTS

"A big thank you for all your hard work with the children, you can really tell the difference between other nurseries and the general happiness and well-being of the children too."

I wish he stayed for longer. We blinked and his nursery life is done. felt it went too quick. Thank you for all the amazing staff and all your efforts and support. He loved nursery from day one. He made so many new friends, he was exposed to new things and experience.



During the first few weeks, our emphasis is on settling in and learning the Nursery routine and the skills in independence that are needed away from home. Our daily routine is therefore flexible depending on how each child settles in but generally, these are the routines we have:

- **Snack Bar** – your child can access this during morning and afternoon sessions where there is milk and a selection of fruit for all children to share
- **Group Time** – singing, games, stories, music movement and dance
- **Free play** – your child is able to choose their own activities both inside and outside during all weathers

Caring Staff



Activities

The children can also choose these sorts of activities:

- Counting, sorting and making models
- Role-play, small world, dressing-up, puppets, musical instruments, dancing and singing
- Writing, drawing, reading books, jigsaws, puzzles, and games
- Water, sand, dough, clay, cooking, investigating and exploring
- Ride-ons, playground games, climbing frame, balls, hoops, beanbags and gardening
- Using the Interactive Whiteboard and programmable toys
- Painting, printing, cutting, sticking, collage, 3D model making, sculpture, drawing and mark making
- Construction using large and small bricks

We know that young children need:

- Plenty of support and encouragement
- Ongoing praise and reassurance
- Opportunities to develop independence
- Familiar routines
- Time to engage in new experiences
- Small and secure spaces
- An area for quiet activities

In order to meet these needs our staff always:

- Allow time for settling in and introduce new routines gradually
- Listen to what the children say
- Make time for one to one activities and discussions
- Are flexible in planning, following the children's interests
- Have realistic expectations
- Are consistent in their responses, both praise and knowing when to intervene
- Value each unique child and give equal opportunities to each person
- Form positive relationships with parents and carers
- Celebrate with the children when they learn new skills
- See learning and developing as a lifelong process



Applying for a Place

You should register your child for nursery after their second birthday. To do this:

- Decide on the sessions you require
- Complete a registration form this can be found on the Maidenbower Infant School web site or you can obtain one from the school office
- Return the completed form to the office, together with your child's birth certificate or passport, whose number we record for our files

The nursery is for children aged 3 and 4 and when there are places available, your child can start as soon as they are 3. However, please note that the Early Years Entitlement Grant (free government funding) does not start until the term following your child's 3rd birthday.

Allocating Places

Our guiding principle is to offer the highest quality nursery education and care to local pre-school children.

We allocate places using the criteria in our admissions policy.

Where there are more applications than places available within each criterion, then decisions are based on date of registration.

Great care will be taken to ensure that the admission criteria are rigorously and fairly applied.



What Happens Next?

You will receive an e-mail telling you whether your child has been offered a place.

For entry in	Your e-mail arrives by
September	April
January	September
April	January

The e-mail shows what sessions your child has been offered. You must confirm your acceptance of the place in writing (letter or email) by the date stated in your e-mail. Failure to do so will mean your place is offered to someone else. If you only require some of the sessions allocated, please contact the nursery and a revised offer will be sent.

Following your acceptance, nearer to your child's start date, we will give you more information about you and your child visiting us prior to their start date.

Paying Fees

Claiming Your Free Entitlement

For information on eligibility and how to apply for Extended Free Entitlement, please refer to the Free Entitlement policy on the website.

To receive Universal Free Entitlement, please complete the Early Years Free Entitlement Parent Declaration Form sent with your offer of a place.

If you are claiming Free Entitlement you are committing to your child attending for the full duration of the session and to not taking more than 2 weeks holiday.

If you have any queries about the Free Entitlement, you can ring the Family Information Service on 01243 777807.

Additional Hours

As our Nursery offers some sessions in excess of the government-funded hours, if you choose to take up the extra hours/sessions, there will be an additional cost to pay. Current prices are £7.00 per hour. These are payable in advance of each half term.

FREQUENTLY ASKED QUESTIONS

Can I choose different options for different days?

Yes. You can choose what suits your circumstances best, for example, 9 -3 on one day, and 12-3 for three other days. That would all be covered by the government funding.

How and When to Pay

If your child attends more than the government-funded hours, we will send invoices to you, with a final payment date indicated on them, which is before the start of each half term.

You can put payment in the Nursery post box in the school office foyer or hand it to a member of the nursery staff.

We also accept childcare vouchers. For details, please contact the Nursery on 01293 880134.

The Nursery is self-financing and we depend upon you paying the fees promptly. If you do not pay on time, your sessions will be reduced to the government-funded sessions only. Sessions that are unpaid will immediately be offered and reallocated to children on our waiting list.

Charges are reviewed annually and we will send you written notice, one term in advance, of any changes.

We do not give refunds and reductions for any sickness, holidays, hospitalization, planned or unplanned absence.

Thank You!

Thank you for your interest in Maidenbower Infant School Nursery.

We look forward to receiving your registration form. We hope we can offer you what you require and we know that we will do our very best to give your child an enjoyable start to their education.

