

Lechlade Little Learners

Prospectus 2020

Wharf Lane,
Lechlade,
GL7 3AU

01367 253653
lechladelittlelearners@eygloucestershire.co.uk
<http://www.lechladelittlelearners.org.uk/>



Our Mission Statement

From social skills and creative expression, to exploring the world around us the children at Lechlade Little Learners are constantly being exposed to new activities and environments in which to thrive.

Lechlade Little Learners exists to provide a safe, stimulating and developmentally appropriate environment. We build on the strengths and interests of each child to help build a solid foundation where they can develop their futures.

Welcome to Little Learners

Children are at the heart of everything we do. We allow the children to follow their own interests and those of their peers to create a rich learning experience. We do not follow one set approach or pedagogy in our setting but draw from some of the greats such as Reggio and Montessori. One size does not necessarily fit all and that is most certainly the case with children, hence at Little Learners we treat every child as an individual and celebrate their uniqueness.

When we expose children to different environments and various learning experiences, we allow them to explore their self-awareness and curiosity to enable them to gain a sense of the world around them. Once they leave Little Learners, they are fully prepared for the next stage of their young lives.

We hope that this prospectus will give you an outline of what we offer. We would be incredibly happy for you to arrange a visit to our pre-school, so you and your child can meet the staff, have a look around and ask any questions you might have.



Hours and sessions

We accept children from the age of 2years 6months until school age. We are registered to accept the 2, 3 and 4-year-old nursery funding and the extended funding for 3 and 4year olds.

Fees are charged at £4.70 per hour for all children who do not receive funding or do hours over their funding allowance. **(please note that if you child is sick or goes on holiday during term time you are still liable for fees)**

Our opening hours are:

Monday 9:00am – 3:00pm

Tuesday 9:00am – 3:00pm

Wednesday 9:00am – 3:00pm

Thursday 9:00am – 3:00pm

Friday 9:00am – 3:00pm

We are open for 38 weeks of the year term time only in accordance with Gloucestershire Local Education Authority.

Sessions that we offer are:

Morning only 9:00am – 12:00pm

Morning & lunch 9:00am – 1:00pm

Afternoon only 1:00pm – 3:00pm

Afternoon & lunch 12:00pm – 3:00pm

We are restricted in numbers and so it maybe that you cannot immediately have all the sessions you require but we endeavor to accommodate you as best we can and inform you as soon as additional sessions become available.

We only offer a **minimum of 2 sessions** per week as we find anything less proves unsettling for the children.

Invoicing

You will be invoiced at the start of each half term and is payable via bacs. Full payment must be made by the date stipulated on the invoice unless a prior agreement is made with Hazel Adamson or Kimmi McCue. Should the fees get into arrears; a letter will be sent explaining that if the situation is not rectified within one week, then the child's place may be taken by another child on our waiting list. If you are in financial difficulty, please talk to Hazel or Kimmi in confidence. Fees continue to be payable whenever a child is absent from Pre-school, whether it be for unexpected illness or a planned holiday.

Preschool numbers and Ofsted registration

We are registered to have 24 children in every session. We reserve the right to limit this to 20 for the benefit of the children. The present government guidelines are that we work to 1 adult to every 4 children for children under 3 years and 1 adult to every 8 children for children over 3 years. We in fact work to a higher adult child ratio which we are immensely proud of.

Staff and management

We are a community Pre-School, a member of the Pre-School Learning Alliance and with a charitable status, owned and run by the parents of the children attending the group and people from the local community. The committee, responsible for the general running of the group, is elected annually in May and includes a Chair, Treasurer, Secretary, and Fund-Raising Team. Both committee and staff work together to ensure the Pre-School is always run efficiently and in the best interests of the children. The Pre-School is staffed by a manager, a deputy manager, several early years practitioners. We work to, and often exceed, the government requirements for adult/child ratios, which are 1:4 for children under 3 years and 1:8 for children over 3 years. All staff fully support the children in their care, and in their role as a child's 'key-person', they are responsible for meeting children's individual needs and supporting them in their own unique next steps.

Early Years Foundation Stage (EYFS)

The early years foundation stage is a statutory government framework that sets out the standards all school and childcare providers must meet for the learning, development, and care of children birth to 5.

Within the EYFS there are four principles that shape are setting:

- Every child is a unique child
- Children learn to be strong and independent through positive relationships
- Children learn and develop well in enabling environments
- Children develop and learn in different ways

The EYFS is made up of 7 different areas of learning. The prime areas which are:

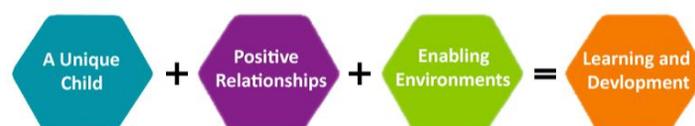
- Personal, Social and Emotional Development
- Communication and Language
- Physical development

And the specific areas which are:

- Literacy
- Mathematics
- Understanding the World
- Expressive Art and Design.

Each area has its own early learning goals which most children are expected to reach by the end of reception year in school.

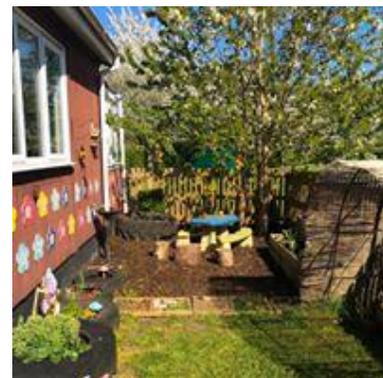
The early years foundation stage



At Little Learners we know the importance of play and the impact that play has on a child's learning and development. We teach through a mixture of adult initiated and child led activities to enable the children to learn in the environment around them and with provision that they are happy and comfortable with. We offer a large continuous provision with other toys and activities that can be added to enhance play.

Our continuous provision includes:

- Construction area
- Water play
- Sand play
- Mud kitchen
- Music instruments/ music wall
- Small world areas
- Bug hunting/ bug hotel
- Painting
- Gluing/ sticking/ creative station
- Mark making
- Role play
- Books/ reading area
- Loose parts
- Sensory area
- Climbing frame/ pirate ship



We allow free flow throughout the day, so children can choose what they want to play with and where they want to play. Children can access both gardens regardless of the weather.

Daily routine

8:45am – 9:00am - Children arrive and free flow begins

10:00am - Rolling snack

10:30am - Nappies/ Free flow continues

11:45am - Mat time

12:00pm - Lunch

1:00pm - Free Flow

2:00pm - Nappies

2:40pm - Snack

2:50pm - Mat time

3:00pm - Home time

Registering at preschool

You can register your child for Brize Norton Village preschool as early as you like, and they will go on a waiting list. When they are nearing the age that they can start we will contact you for more details, to arrange a visit to the preschool, a meeting with the staff and also to complete registration paper work and finally confirm a start date. (Our waiting list is arranged in birth order)

We are only able to honour first choice of days for children starting at the beginning of the academic year. Children starting throughout the year will be offered the sessions available at the time of their starting. We cannot reserve sessions for children starting after Christmas and Easter.

To enroll your child, you will need to complete the registration form attached to this Prospectus and pay a registration fee of £20. (If in receipt of early years funding no registration fee is required) New starters will be invited to attend free settling sessions before they start. Parents are expected to remain with their child on the first visit but will be asked to leave their child for a short period on subsequent visits (this will be arranged between the keyperson and parent). This is an opportunity to meet the staff and familiarise yourselves with our routines, as well as ask any questions. Please ensure that you have completed all the necessary forms and submitted them prior to your child starting with us.

Keyperson – Your child will be allocated a keyperson when they start at pre-school. The keyperson will build an attachment with your child to ensure they feel safe and secure and have high Well-Being. This in turn will allow your child to have high involvement in their play which will foster and enable brain development and progress.

Starting preschool

Please bring the following named items to each session:

- Full change of clothes (including underwear) appropriate for the weather and time of year - if your child is still in training pants or nappies please ensure that there are spares available; Children must have appropriate clothing as we will go on community walks and free-flow play in ALL weathers. If your child is not well enough to go outside, we would assume they are not well enough for pre-school.
- Sun hat for summer months – sun protection is your responsibility, so please apply sun cream etc. BEFORE the session as outdoor play takes place throughout the session.
- Outdoor wear e.g. warm coat and hat and/or waterproof and wellies depending on the weather that day – outdoor play takes place all year round whatever the weather (within reason, of course!).

Other important information

Contact details – You will be asked to provide us with contact details for yourself and other emergency contacts. It is extremely important that we have up to date and current details incase your child is taken ill

or has an accident during a session. This must be a telephone number we can reach you on during your child's session. **Please inform us if the details change.**

Alternative person collecting your child – We will not send your child home with anyone other than those named on the registration form. If you have arranged collection by someone else you must inform us at the beginning of the session.

Absences – If for any reason your child is absent from preschool please let us know as soon as possible by calling 01367 253653 or via email lechladelittlelearners@eygloucestershire.co.uk.

Infections diseases/ sickness/ allergies - Should your child contract an infectious disease, you must notify the Pre-School immediately by telephoning 01367 253653 and leaving a message. In the case of sickness or diarrhoea, the child must **NOT** attend the Pre-School until **48 hours after** all symptoms have ceased. Please inform the staff if your child suffers from or develops any allergies.

Medication - If your child is on prescribed medication please let us know. If possible, the child's parent should administer medicine. If not, we need to keep a record of information from the parent/carer giving clear instructions about the dosage

Policies – Lechlade Little Learners Pre-School has an extensive range of policies and procedures such as the illness and medication policies and these can be found in the Policies folder in the entrance or on the website: www.lechladelittlelearners.org.uk

Complaints - Complaints should be addressed to the manager in the first instance or to the Chair of the Committee. All complaints will receive a response within 28 days. If the matter is unresolved, you should contact:

Ofsted National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 0300 123 1231



