



Blackdown Pre-school

Prospectus



Welcome to Blackdown Pre-School!

We are a small, charity run Pre-School based in the small village of Deepcut close to the Princess Royal Barracks. Situated in the community centre, we enjoy easy road access and large parking facilities for safely dropping off and collecting children. We offer a wide range of equipment to help with children's all-round development. We have a grassed children's play area outside where the children have access to bikes, prams, sports equipment and climbing frames. The Pre-School also has use of the community centre hall.

This prospectus provides information on what we are able to offer you and your child. If you have any questions or would like to arrange a visit please contact us on 01252 834293 or email info@blackdownpreschool.org.

About us

Blackdown pre-school was formed on 22nd September 1997. We are run by a committee of volunteers elected annually at the AGM held during the autumn term.

The Pre-school caters for both military and civilian families from the surrounding area.

Blackdown Pre-School is a registered UK charity, registration number 1018868.

Management and Administration

Blackdown Pre-School is run by an elected committee, which ensures that decision making is in the hands of the parents and other committee members who form the group. The committee is responsible for reviewing both policy and practice, the employment of staff and fundraising activities. Blackdown Pre-School has a full-time manager who oversees the running of the Pre-School on a daily basis.

Our Aims:

Blackdown Pre-school aims to:

- Provide high quality care and education for children below statutory school age in a parent-involving, community based group
- Provide a safe, secure and stimulating environment
- Work within a framework that ensures equal opportunities for all children and their families

To achieve these aims we offer your child;

- A specially-tailored curriculum leading to approved learning outcomes
- Individual care and attention, made possible by a high ratio of adults to children
- Fun and friendship with other adults and children
- The support of an individual, assigned key person
- Opportunities for you and your family to be directly involved in the education of your children and the activities within the group.

Curriculum

The curriculum that we use is the Early Years Foundation Stage Framework.

Each child should have attained goals in each area of the curriculum by the time they leave the Pre-School. The following is an excerpt from the Early Years Foundation Stage Framework. *

Prime area

1. Personal, Social and Emotional Development

Self-confidence and self-awareness: children are confident to try new activities, and say why they like some activities more than others. They are confident to speak in a familiar group, will talk about their ideas, and will choose the resources they need for their chosen activities. They say when they do or don't need help.

Managing feelings and behaviour: children talk about how they and others show feelings, talk about their own and others' behaviour, and its consequences, and know that some behaviour is unacceptable. They work as part of a group or class, and understand and follow the rules. They adjust their behaviour to different situations, and take changes of routine in their stride.

Making relationships: children play co-operatively, taking turns with others. They take account of one another's ideas about how to organise their activity. They show sensitivity to others' needs and feelings, and form positive relationships with adults and other children.

2. Physical Development

Moving and handling; children show good control and co-ordination in large and small movements. They move confidently in a range of ways, safely negotiating space. They handle equipment and tools effectively, including pencils for writing.

Health and self-care; children know the importance for good health of physical exercise, and a healthy diet, and talk about ways to keep healthy and safe. They manage their own basic hygiene and personal needs successfully, including dressing and going to the toilet independently.

3. Communication and Language

Listening and attention; children listen attentively in a range of situations. They listen to stories accurately anticipating key events and respond to what they hear with relevant comments, questions and actions. They give their attention to what others say and respond appropriately, while engaged in another activity.

Understanding: children follow instructions involving several ideas or actions. They answer 'how' and 'why' questions about their experiences and in response to stories or events.

Speaking: children express themselves effectively, showing awareness of listeners' needs. They use past, present and future forms accurately when talking about events that have happened or are to happen in the future. They develop their own narratives and explanations by connecting ideas or events.

The specific areas

1. Literacy

Reading: children read and understand simple sentences. They use phonic knowledge to decode regular words and read them aloud accurately. They also read some common irregular words. They demonstrate understanding when talking with others about what they have read.

Writing: children use their phonic knowledge to write words in ways which match their spoken sounds. They also write some irregular words. They write simple sentences which can be easily read by themselves and others. Some words are spelt correctly and others are phonetically plausible.

2. Mathematics

Numbers: children count reliability with numbers from 1-20, place them in order and say which number is one more or one less than a given number. Using quantities and objects, they add and subtract two single-digit numbers and count on or back to find the answers. They solve problems, including doubling, halving and sharing.

Shape, space and measure: children use everyday language to talk about size, weight, capacity, position, distance, time and money to compare quantities and objects and to solve problems. They recognise, create and describe patterns. They explore characteristic of everyday objects and shapes and use mathematical language to describe them.

3. Understanding the World

People and communities: children talk about past and present events in their own lives and in the lives of family members. They know that other children don't always enjoy the same things, and are sensitive to this. They know about similarities and differences between themselves and others, and among families, communities and traditions.

The World: children know about similarities and differences in relation to places, objects, materials and living things. They talk about the features of their own immediate environment and how environments might vary from one another. They make observations of animals and plants and explain why some things occur, and talk about changes.

Technology: children recognise that a range of technology is used in places such as homes and schools. They select and use technology for particular purposes.

4. Expressive art and design

Exploring and using media and materials: children sing songs, make music and dance, and experiment with ways of changing them. They safely use and explore a variety of materials, tools and technique, experimenting with colour, design, texture, form and function.

Being imaginative: children use what they have learnt about media and materials in original ways, thinking about uses and purposes. They represent their own ideas, thoughts and feelings through design and technology, art, music, dance, role play and stories.

**Early years foundation stage (EYFS) Framework, Dept for Education, March 2012,*

Assessment

At Blackdown Pre-School we assess how young children are learning and developing by observing them frequently. We use information gathered from observations, as well as from photographs or videos of the children, to document their progress and where this may be leading them. We believe that parents know their children best and we ask them to contribute to assessment by sharing information about what their children like to do at home and how they, as parents, are supporting development.

2 year old progress check

The Early Years Foundation Stage requires that we supply parents and carers with a short written summary of their child's development in the three prime areas of learning and development: personal, social and emotional development, physical development and communication and language, when a child is aged between 24-36 months. The key person is responsible for completing the check using information from ongoing observational assessments carried out as part of our everyday practice, taking account of the views and contributions of parents and other professionals.

Sessions

Day	Am Session	Fee	Full day Session	Fee	Session Breakfast club	Fee
Monday	9:30-12:30	£15.00	9:30-2.30	£25.00	8:30-9:30	£5
Tuesday	9:30-12:30	£15.00	9:30-2:30	£25.00	8:30-9:30	£5
Wednesday	9:30-12:30	£15.00	9:30-2:30	£25.00	8:30-9:30	£5
Thursday	9:30-12:30	£15.00	9:30-2:30	£25.00	8:30-9:30	£5
Friday	9:30-12:30	£15.00	9:30-2:30	£25.00	8:30-9:30	£5

We are offering a breakfast club between 8:30am – 9:30am, for children who are eligible for the 30 hours there will be no charge, however if any child attends who are not eligible for the 30 hours a charge of £5 will be applied.

Notes

- No sessions are held in the Surrey School Holidays or Bank Holidays
- All sessions are to be booked in advance and dependant on availability
- We accept both the Free Early Education funding for children aged 3-4 years, and Free Education Funding for Two Year olds (FEET), dependant on availability

Registration and fees

A administration fee of £20 is required when you register your child with us if the start dates is longer than 5 weeks from registration. Please email info@blackdownpreschool.org for a registration form.

Our session rate is £5.00 per hour. We ask for an additional 50p per day for a mid-morning snack and breakfast (if your child attends)

Our fees are reviewed yearly and are subject to change. Fees are invoiced on a monthly basis and payable in advance. A two week notice period is required for your child to leave the Pre-School. Notice must be given in writing.

Government Funding

We are committed to serve all the families in our community, irrespective of their means. Under the current terms of the Government scheme all three and four years olds are eligible for funding. Funding is only available during the school terms and commences the term after your child's third birthday.

FEET funding is available for 2 year olds whose parents or guardians are eligible for certain tax credits and other benefits. Please see the Pre-School manager for further information.

Funding is available for up to 15 hours per week. The convenient Pre-School opening hours allows your child to attend all 5 weekday sessions for the 15 hours of funding.

We are now accepting the 30 hours free childcare for children aged between 3-4 years.

For further information please speak to the Pre-school manager.

Staff

Blackdown Pre-School is an equal opportunities employer. Each member of staff has undergone a Disclosure and Barring Service (DBS) criminal records check. All staff have provided references and have taken part in a three month induction.

All of our staff hold current Paediatric First Aid certificates and full Level 3 childcare qualifications. The knowledge of our staff is paramount and we provide the opportunity for all staff to attend training provided both within the Pre-school and with the Local Authority.

Our staff team are:

Kellie Woolley – Preschool manager – Level 6 BA Honours Degree in Early Childhood Studies

Annette Docwra – Deputy Manager and Key Worker – Level 3 qualified

Mandie Strudwick – Preschool Practitioner and Key Worker – Level 3 qualified

Coleen Barratt – Preschool Practitioner and Key Worker – Level 3 qualified

Ana Kent – Preschool Practitioner and Key Worker – level 3 qualified

Beccy Allen – Preschool Practitioner and Key Worker – Level 3 qualified

Gemma Bannister -Pre-school Practitioner and Key Worker – Level 3 qualified

Safeguarding

Blackdown Pre-school has a duty to help safeguard the children against suspected or actual 'significant harm'. Any concern about a child will be reported to the relevant authority if required. At Blackdown Pre-School we work closely with the Local Authority Safeguarding Team to ensure the health and well-being of the children in our care is paramount.

Key Person

Our key person system provides an allocated practitioner to each child. This practitioner will support the child and their family whilst settling into the Pre-School. The practitioner will also complete observations and all relevant paperwork required for their key group of children. The key person will maintain links with the family once the child has started and will work with parents through shared record keeping ensuring the children are supported in reaching their full potential.

The role of the parents

Blackdown Pre-school recognises the importance of the role of parents as the first educators of young children. Our goal is to ensure the involvement of parents within the Pre-School by

- Working in the group with the children
- Assisting with fundraising
- Taking a place within the committee
- Doing some show and tell sessions with the children on what they have experienced

Starting Pre-school

A child will go through mixed emotions about starting a new setting. Our aim is to make the transition into the Pre-School as easy as possible for both the children and the parents. With an allocated key person your child will build a bond with the practitioner and will become settled within the environment. Parents need to be aware that it can take some time for your child to become settled and happy to come to Pre-School but this is all normal behaviour for young children starting in a new setting.

Breakfast

For those children attending the breakfast club, a range of cereals and toast will be available.

Snack

The Pre-School provides a well- balance snack menu for the children. Below is a sample of our snack menu. We can cater for any allergies if required.

Snack Menu example

Monday	Fruit/veg selection and pitta bread with soft cheese
Tuesday	Fruit/veg selection toast and spread
Wednesday	Fruit/veg selection and crackers with spread
Thursday	Fruit/veg selection and fruit loaf
Friday	Fruit/veg selection and breadstick with dip

Childhood Illness

At Blackdown Pre-school the well-being of our children is paramount. We have strict policies and procedures to manage illness. A copy of the policy can be provided if required. All our exclusion periods for childhood illness can be found on the Public health website.

<https://www.gov.uk/government/organisations/public-health-england>

A full copy of our Policies and Procedures is available within the pre-school.

We hope that your child's time at Blackdown Pre-school will be a very happy and productive one. If you have any queries or questions, please contact a member of staff or a committee member at any time.