



Dear parents and carers,

Welcome to Bright Stars Pre-school. We are delighted to provide a rich and varied learning experience for your child in a warm and caring atmosphere. Graded 'GOOD' by Ofsted in September 2019, Bright Stars Pre-school provides an excellent start to your child's education.

All the children will be following the Early Years Foundation Stage 'Birth to 5 Matters' Curriculum which encompasses learning and development in 7 main areas.

The **prime areas** are fundamental and support learning and development in all other areas. The three prime areas are:

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

The **specific areas** include essential knowledge and skills, these are:

- **Literacy**
- **Mathematics**
- **Understanding of the world**
- **Expressive arts and design**

The activities we provide will enable the children to develop in these areas in a happy, safe and playful environment.

The following information will be useful to you while your child is attending Bright Stars Pre-school.

### Pre-school Hours

At Bright Stars we offer morning, afternoon and all day sessions (up to a maximum of 5 sessions/15 hours). Morning hours are 8.30-11.30 am, afternoon hours are 12.20-3.20 pm and all day sessions are 8.30-3.20 pm. We do not have an afternoon pre-school session on a Friday.

Please note that lunch time cover is not included in your child's 15 hours and there is a charge of £5 for the 50 minute lunch time period. Children staying all day will need to be provided with a packed lunch. Payment will need to be made termly in advance and we can only take children for all day sessions if they are toilet trained and able to feed themselves competently.

If your child's sessions fall on a bank holiday. Please get in touch with us to arrange alternative sessions to make up the missed hours.

### Key People working within the Foundation Unit

Miss Felicity Webster - Pre-school Principal and Class Teacher (Mon-Weds)

Mrs Katie Hooper - Class Teacher (Weds-Fri)

Mrs Nicola Wilson - Nursery Leader and Designated Safeguarding Lead

Mrs Noa Mitchell - Classroom Assistant

Miss Lois Dann - Pre-school Apprentice

If you have any concerns please do not hesitate to talk to one of us. We are all happy to help. Your child will be assigned a key person when they begin pre-school. The role of the key person is to help your child become familiar with the pre-school and feel confident and safe within it. If you have any worries or concerns always go to your child's key person as the first point of contact.

### Settling in

You are welcome to stay with your child to settle them in for their first few sessions at Bright Stars pre-school. This process usually takes about a week, but could take longer depending on your child. If this happens, staff use their discretion in consultation with you to reach the most suitable arrangement, your child's needs being our primary concern.

### Pre-school routine

Our daily routine will be similar to this:

- 8.30 - 9.00 Self registration, greeting friends, table top activities to develop fine motor control
- 9.00 - 9.20 Whole class welcome, singing songs and rhymes together and whole class activities.
- 9.20 - 10.45 Plan-Do-Review (child initiated play).
- 10.45 - 11.00 Wash hands and snack time.
- 11.00 - 11.15 Whole class activities.
- 11.15 - 11.30 Story and preparation for home time.

The afternoon sessions have a similar format.

### Reading

We have many books in the class library and we encourage the children to regularly borrow books to share at home. When you arrive in the morning it is

an ideal time to choose a book with your child. We also have bedtime story book bags that the children are welcome to borrow.

### Spare Clothes

Although we do encourage the children to wear aprons, the pre-school activities can be very messy. Please dress your child in appropriate clothes that they can manage themselves (e.g. using the toilet independently) and enable them to fully participate without any worries. We also request that parents bring in a full set of spare clothes for their child. This spare set of clothes must stay in school as children can easily get wet in the water tray or slip in the mud and they need clean, dry clothes to change into. Please name all removable items of clothing e.g. coats, hats, cardigans etc. We have outdoor play every day so please bring their coat and a pair of wellie boots that can stay in school.

Shoes worn at pre-school must have closed toes and the children will need to learn to put them on themselves, so Velcro fastenings are ideal. Please do not send your child to pre-school wearing shoes with laces as they are too young to learn to tie these themselves. Children should never wear jewellery in order to prevent accidents. Your child's spare clothes, wellie boots and soft shoes can be kept in a named bag on their peg.

### Snacks

As part of the foundation stage curriculum the children learn about food that is good for us. In order to encourage children to eat healthily we are having fruit and vegetables at snack time with a drink of water or milk. Children are entitled to free milk up to the age of 5 and this will be provided by the school. Please send your child in with a healthy snack that is clearly labelled.

### Packed Lunches

Children who are staying for lunch need to bring their own packed lunch. At Bright Stars pre-school we promote healthy lunches, so sweets and sugary/fizzy drinks are not permitted.

### Forms

Please make sure that you have given in an application form and a consent form for collecting your child. We must have two emergency contact numbers as well as your own. Please keep us up to date with any changes of address, phone numbers, medical concerns etc.

## Funding

There are different types of funding available and these can be claimed by Bright Stars if certain criteria are met.

- **Early Years Pupil Premium (EYPP)**

EYPP provides extra funding for 3 and 4 year old children whose parents are in receipt of certain benefits or who have been in care or adopted from care. This funding enables us to purchase particular resources for your child or provide a special learning experience.

- **Disability Access Fund (DAF)**

DAF is additional funding for 3 and 4 year olds who are also in receipt of a child Disability Living Allowance.

Staff may discuss this funding with you if we feel it is relevant to your child.



*The staff at Bright Stars pre-school are happy, enthusiastic and keen to create a safe and supportive learning environment for your child. Our approach to learning is playful, stimulating and inspiring. It is the right of all children to learn to love learning and have a positive school experience enabling them to reach their full potential.*