



# East Harptree Nursery



Registered Charity No: 1029276

## PROSPECTUS

### About us

We are a registered charity providing all year-round (48 weeks) care and term-time only places to children from six months up to five years old. We are not for profit and we invest any profits back into the nursery for the benefit of all children.

The charitable trust is made up of an active committee of volunteers; these include current parents and those with a desire to ensure this valuable community asset thrives for future generations. The committee aims to foster a strong partnership between parents and the nursery and ensure the highest level of care to support your children through their early years.

The committee is also responsible for fundraising for the nursery; and does this through a number of organised events throughout the year. Monies raised go towards renovations, replacing resources or supplementing the costs of activities for the children.

The nursery is committed to providing equality of opportunity for all children and their families. We achieve this:

- by forming trusting, interactive relationships with both children and parents and valuing each child as an individual.
- through providing a rich, exciting and stimulating environment, both indoors and out and by promoting active learning through play.

We support the four themes of the Early Years Foundation Stage: A Unique Child, Positive Relationships, Enabling Environments and Learning and Development and the ways children learn – playing and exploring, active learning and creating and thinking critically.

### The setting

In September 2022, the nursery relocated to a newly renovated setting within the East Harptree Village Hall complex. This new space was designed with children in mind, with underfloor heating, light and bright fully child-accessible spaces and toilets.

There are three rooms: Babies – under 2s, Toddlers – 2/3 year olds, Pre School – 3/4

The children have sole access to the outdoor play area, with covered area to make it usable

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all year round.

On Friday mornings the Pre School do Forest School in the beautiful grounds of Harptree Court.

## Admissions

The nursery is open to every family in the surrounding area and takes children from six months up to five years old. If your child is allocated a place but it is no longer required, please let us know as soon as possible.

We require a minimum booking of 6 hours per week. For those children wishing to access our added value sessions we require a minimum booking of 9 hours per week, to include the morning or afternoon of the session, i.e. yoga 12pm – 3pm or Forest School 9am- 12pm.

A £45 non-refundable deposit is required to secure a place, alongside a completed booking form.

## Fees

Invoices are issued monthly and in advance. Please contact the nursery for the latest fee structure.

We require one month's notice of a child leaving the nursery.

Unfortunately, fees are not refundable when a child is absent from nursery this includes all pre booked hours and optional outings.

We accept most voucher schemes so please speak to a member of the Management Team for more information on this.

Funded places are available through B&NES. We offer 15 and 30 hour funded places. By accepting a place at East Harptree Nursery parents are liable to accept the rules and conditions of the provision regarding the payment of fees.

Parents whose children attend more than one setting will be required to pay the difference between funds received and actual cost.

The Nursery Pre School is a self-financing charity and relies on fund raising events to supplement the income from fees. All Nursery members and their families are encouraged to participate in these events.

## Visits and tours

Prospective parents and carers are invited to make an appointment with the nursery to arrange a viewing and to meet staff.

## Outings and special events

Every year the nursery aspires to organise outings etc. In addition visits have been made to

the Local Shop, Schools, Private Gardens and the Local Park. These will be fully supervised.

## Staffing and parental involvement

We maintain strict staff to children ratios in accordance with Ofsted regulations.

We believe it is important to develop a close partnership between home and nursery for the happiness and security of your child. Your child will be allocated a member of staff who will take special interest in settling your child and beyond. Regular observations are made to enable staff to develop an individual plan suitable for each child's stage of development. The keylead maintain links with the child's home setting, working with parents through shared record keeping to ensure that all children are supported in reaching their full potential. All records are kept strictly confidential between you and the setting. The staff will always be available to discuss your child's progress on a regular basis. Appointments may be booked with your child's keylead.

## Training

Our staff attend regular training courses, organised by both B&NES and private, professional agencies, which cover various aspects of children's learning and development, these include specialist training on - Child Protection, Inclusion, Special Needs, First Aid, Health and Safety and Health and Hygiene.

Our InService training days are for specialist in house training, staff meetings, forward planning and to enable us to cover topics of particular relevance in depth.

# THE EARLY YEARS FOUNDATION STAGE AND EAST HARPTREE NURSERY

The Early Years Foundation Stage (EYFS) takes the child through from birth to the end of the school reception year. It sets the standards that we must meet to ensure that our children learn and develop well and are kept healthy and safe promotes teaching and learning to ensure children's 'school readiness' and gives children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life.

The EYFS seeks to provide: -

**Quality and consistency** in all early years settings, so that every child makes good progress and no child gets left behind.

**A secure foundation** through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly

**Partnership working** between practitioners and with parents and/ or carers that every child is included and supported.

**Equality of opportunity** and anti-discriminatory practice, ensuring that every child is included and supported.

We support the four guiding principles that shape practice in early years settings:

- Every child is a **unique child**, who is constantly learning and can be resilient, capable, confident and self-assured
- Children learn to be strong and independent through **positive relationships**.
- Children learn and develop well in **enabling environments**, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents and/or carers.
- **Children develop and learn in different ways and at different rates**. The framework covers the education of all children in early years provision, including children with special educational needs and disabilities.

There are seven areas of Learning and Development:

Three **Prime** Areas and four **Specific** Areas

### **The Three Prime Areas:**

These three areas are particularly crucial for igniting children's curiosity and enthusiasm for learning and for building their capacity to learn, form relationships and thrive.

- personal, social and emotional development
- communication and language
- physical development

### **The Four Specific Areas:**

These enable the prime areas to be strengthened and applied..

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design.

# EAST HARPTREE NURSERY

## WHEN CHILDREN FIRST START, OR RETURN WE INTEND .....

- That they be happy and enjoy their time with us.
- To encourage friendships and a general feeling of group membership.
- To treat each child as an individual and enable him/her to settle at his/her own pace.
- To develop children's confidence and to use the Nursery environment to its full potential.
- To enable children to understand and respond to our boundaries.
- To offer a positive start to Nursery so that the eventual move to Reception will be a smooth one.
- Our Nursery aims to provide a happy, stimulating and secure environment for all children where individual abilities are recognised and children learn through first hand experiences, exploration, practice and discovery.

## WITH REGARD TO THE PARENTS AND CARERS OF OUR CHILDREN WE HOPE TO .....

- Build up good, firm relationships with them as well as their children in order for them to have confidence and trust in us.
- Promote open, frank and honest exchanges between parents and staff.
- Communicate informally with parents about their children.
- To share each child's Learning Story with both the parents/carers and the children, giving each child a 'voice' in their own learning development.
- Encourage new parental involvement in Nursery as well as retaining existing partnerships.
- Work with parents and professionals, valuing their experience and contribution to the Nursery environment.

OUR AIMS WITH REGARD TO THE NURSERY CURRICULUM ARE .....

- To provide opportunities in play which will lead to learning.
- To introduce children to the routines within our Nursery Pre School, e.g. break, tidy time etc.
- As part of the curriculum we will actively encourage independent learning which will enable children to ultimately achieve their full potential.

AS STAFF RESPONSIBLE FOR SETTLING THE CHILDREN. OUR PRIORITIES ARE .....

- To initiate regular observations of each of the children in rotation.
- To identify, assist and respond to children who may have particular needs - this may mean our notifying other agencies, e.g. Health Visitors, Behaviour Support Teachers, and Speech Therapists of our concern.
- To offer a flexible, yet firm approach to the children so that they comply with the rules of the Nursery – refer to Behaviour Management Policy and Conflict Resolution.