

Prospectus



Learning through play and making friends



Bratton Fleming Pre-School C.I.C,
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www.earlyyearsdevon.org.uk/brattonfleming

OFSTED No: EY422560

WISHING YOU AND YOUR FAMILY A VERY WARM WELCOME!

Bratton Fleming Pre-School is a brand new purpose-built setting which opened its doors in February 2011. We are a small, friendly group that has grown and developed since the original Bratton Fleming Playgroup began in 1972. We are very proud of our new building, which we have been able to obtain thanks to extensive community fundraising and the support of Local Council grants. The Pre-School is located next to the village Primary School and we have strong links with the Staff and children there.



'Enjoying role play in the home corner'

OFSTED AND REGISTRATION

We are registered to take up to 26 children from the age of 2½ to 5 years of age; we also offer wrap around care for children up to the age of 11. We are inspected by OFSTED for care and educational provision.

The most recent inspection in May 2008 said the following about our original Playgroup that was based in the Village Hall:

'The provision is good. Children are cared for in a welcoming and child friendly environment.'

'Children are very happy and confident. They have high levels of self esteem because they are confident that they will be listened to and respected, and that their individual needs will be met. They benefit from an inclusive environment where the staff team's understanding and implementation of equal opportunities is very good.'



'Sharing and listening at circle time'

OPENING TIMES

- Monday to Friday, all year round except Bank Holidays
- Breakfast Club 8am-9am
- Main session for 2½ - 5 year olds 9am-3pm; Parents/Carers may arrange flexible hours within this time;
- Lunch Club 12pm - 1pm
- Staggered 'settling-in' sessions for new/younger children
- Extended provision up to 6pm negotiable
- Wrap around care available for children from age 2½ - 11 years to cover breakfast club, after school club and school holidays

3 & 4 YEAR OLD FUNDING POLICY

The 'National Framework for Delivery' is the Government scheme set up to assist parents and carers to pay for childcare for children aged 3 and 4. Below is a brief summary of the conditions, however if you have any questions or require information, please do not hesitate to ask.

The scheme funds:

- * no session longer than 10 hours
- * no session shorter than 2.5 hours
- * not before 8am or after 6pm
- * the full 15 hours over no fewer than 3 days (this would permit up to 12.5 hours over 2 days)
- * a maximum of 2 childcare providers at any one time

(Information correct February 2011).

MISSION STATEMENT

'Our mission is to provide a joyful learning environment that empowers children to reach their full potential while nurturing their self-confidence and self-esteem. We strive to have our parents, staff and community members actively involved in their learning.'

OUR AIMS

It is the aim of Bratton Fleming Pre-School that all children should be given opportunities to:

- Grow in self-confidence, experience success and thus develop a good self image.
- Develop at their own rate through challenging, progressive play.
- Learn to play co-operatively and share with others.
- Communicate thoughts, ideas and feelings clearly to both adults and children.
- Deepen and lengthen concentration through their natural spontaneous curiosity and interests.
- Choose and explore a wide range of materials, which allow them to express themselves appropriately and creatively.
- Share in the wonder and excitement created by books, stories, songs, rhymes, music and the natural environment.
- Appreciate and practise social skills and learning to care for others.
- Enjoy the satisfaction of work well done and share this with their parents.

WE OFFER YOUR CHILD:

- Individual care, respect and attention, made possible by well qualified and experienced Staff.
- Experiential learning through a well planned, creative curriculum based on play following the EYFS guidelines.
- Fun and friendship with children and adults.
- The support of a personal Key Worker.
- A modern purpose-built setting that facilitates indoor and outdoor free-flow play.



'Enjoying a story in the cosy corner'

WE OFFER YOU:

- Opportunities for you and your family to be directly involved in the activities of the group and in your own child's progress.
- Daily communication records tailored to your individual child/children.
- Termly formal Parent Consultation Meetings to share progress as well as the opportunity to book meetings with Staff at any stage.
- Flexible wrap-around care all year round.
- Peace of mind knowing your child is well cared for in a nurturing and inspiring environment.

FRIENDLY CARING STAFF

We have a strong, dedicated team of staff who are committed to providing a healthy and stimulating environment for your children to grow and develop. All staff are fully qualified and experienced and work closely together to ensure a warm, friendly environment where children feel secure and happy.

Each child will be assigned to a Key Worker after a short settling in period. Although all staff will interact with all children, Key Workers will pay particular attention to a child's needs and development.

Staff are supported in developing and updating their knowledge by attending regular external courses and through internal staff training. We ensure that ALL staff hold up-to-date first aid qualifications and are fully informed of the latest legislation in all areas of early years care.

In addition to our regular staff we sometimes use carefully selected supply staff, all of whom are qualified and experienced. We also welcome students on placements who often become a valuable asset to the setting. Students are CRB checked by their school/college and are given guidance at all times. They are never left unsupervised with the children.

OUR TEAM



ROSEANNA GRIMES
PRE-SCHOOL MANAGER
SENCO



LYNN GRESHAM
PLAY LEADER



JULIE COOPER
SENIOR PLAY ASSISTANT

OUR SETTING

Our purpose-built setting was completed in February 2011. It has been designed to support free-flow play and its wooden construction compliments the beautiful natural surroundings of Bratton Fleming Village. Large windows and a sheltered veranda mean that the children in our care are always linked to the outdoor environment.



Our outdoor area is split into two sections: one for all-weather play and use of wheeled toys; and the other for development with the children to create a nature garden with opportunities for vegetable patch and planting area. We encourage the children to explore these areas creatively (building dens and acting out stories) and to support physical development (racing trikes and wriggling through tunnels).

Inside, we have a fully equipped kitchen to help Staff provide snacks and for children to become involved in supervised cooking activities. The rest of the indoor space is used for 'free-flow' play which means that children can move between activities as their ideas and games develop. Staff have the flexibility to move equipment and tasks to suit new themes or in response to children's ideas.

Children are encouraged to choose from the wonderful resources we have on offer and our Staff support them to develop both their play and learning. The free-flow area is usually set out in 'zones' which include a Home Corner, Role Play Area and Quiet Area. Staff plan activities for these zones that support the Early Years Framework for learning and respond to the children's questions and ideas.



'Encouraging creativity'

CURRICULUM

We see the Pre-School as an extension of your children's home. Our aim is to provide them with the kind of experiences which will help them attain optimum development not only in their creative expression through play, but in self-control, self-discipline and co-operation with others. At this stage children are not introduced to formal learning. All learning takes place through play. We provide a broad and balanced curriculum through which the children have the opportunity to acquire knowledge and understanding, providing progression, which develops skills, concepts, positive attitudes and values. Our curriculum follows 'The Early Years Foundation Stage (EYFS)' which is centred on developing the ideas and questions of the children in our care.

RECORDING DEVELOPMENT

The progress of the children's learning is documented through the 'Devon Learning Journey'. This book is used by Staff to record your child's achievements, identify areas for development/support, to share with you and your family and to pass on to your child's first School. We encourage Parents/Carers to help complete this document through sharing information about your child's successes and achievements at home.

LINKS WITH SCHOOL AND THE COMMUNITY

Our Staff maintain regular links with the local Primary School through shared events based on the School's curriculum themes. Pre-School children also benefit from using the School's outdoor equipment, as well as experiencing the wider village spaces such as the local community play area, woodland and Nature Reserve.



'Exploring the local woodlands'

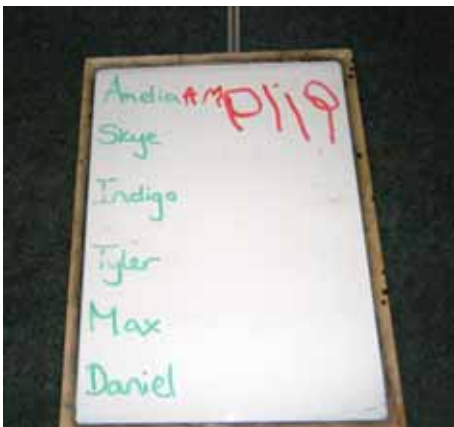
STRUCTURE OF THE SESSION

The exact structure of the session will often vary to reflect the interests of the children and to accommodate visits, outings and special events. However, there is a general format which provides a sense of routine and security.

- The Breakfast Club runs between 8am and 9am. A selection of food is provided for children who require it (some children prefer to eat at home before arriving). We will endeavour to accommodate any special dietary needs or preferences. Staff will provide a warm welcome and engage in activities with the children before the main session begins at 9am.



- There is always a supply of fresh drinking water and we provide a café style snack break during each session where children are encouraged to choose what they want and help themselves to fresh healthy snacks



- Children are encouraged to participate in self registration when they first arrive at Pre-School. Even very young children enjoy trying to find their own name and as they develop many are able to copy it.

- We encourage free choice play from a wide selection of activities including the opportunity to join in with craft activities, messy play, sand, water, clay and playdough. We also provide games and puzzles, construction toys, 'imaginative' play, drawing, books, the opportunity to encourage pre-reading and basic numeracy skills plus much more!



- Our fully enclosed play area provides excellent opportunity for outdoor play and physical activities. We provide 'Muddy Puddles' and make the most of the outdoors in most weathers. We are very lucky to have our own piece of land that can be developed to grow vegetables and flowers. This is in addition to having access to the beautiful countryside around us!
- Sometimes children want to just sit quietly and rest. We have therefore set up a cosy corner with teddy bears, cushions and snuggle blankets. This is a quiet spot to rest, read or sit and listen to music through headphones.

- Key Workers will structure time to spend with their named children to help develop their interests and monitor their progress. This will include providing more advanced opportunities for 'rising 5's' as they prepare to move on to primary school.



- We hold a short circle time where children can bring in items from home or discuss any news they may have. Although children are encouraged to participate we recognise that for some this may be a little daunting at first and they are never pressurised. We also enjoy participation in songs and sharing stories.



12-1pm: 'Lunch Club'. Children bring own packed lunches and share this time together, staff also sit and eat their lunch with the children.

Wrap around care (from 3-6pm) is individually tailored to accommodate the age and interests of the children - drinks and snacks are provided.

PARENTS IN PRE-SCHOOL

Every effort is made to ensure that parents and carers feel welcome, that your contribution to your children's Pre-School education is recognised and valued. We believe it is important that you feel confident to approach and trust the staff.

Parents are encouraged to become involved in Pre-School activities and we would welcome your involvement in any of the following ways:

- Why not volunteer your skills or interests? We will then match them to our topics at a mutually agreed time.
- Providing your time/skills to support the wider running of the setting, through activities like gardening or cooking.
- Helping with outings, parties and fundraising by joining the 'Friends of Bratton Fleming Pre-School'
- Attending relevant meetings and responding to circulars
- Spending time with the children discussing or demonstrating some aspect of your talent or profession e.g. baking, craft, fireman, farmer etc.

WHAT TO WEAR



In order to feel free to explore and experiment with all kinds of materials, including messy ones, it is best to send children in clothes that are easily washable and not new.

Simple clothes that the children are able to handle themselves enable them to practise skills, which make them independent. It is useful to bring a change of clothes for your child should there be an 'accident' that makes his/her clothes wet or soiled for any reason.

Please make sure your child wears warm clothing during the winter months. During winter and spring terms the children should bring in a pair of wellington boots marked clearly with their name and for the summer, a sun hat and labelled sun cream.

We provide 'muddy puddles' wet weather suits for the children and encourage them to explore the outdoors even in the soggy North Devon weather!

UNIFORM

If you would like to provide your child with practical clothing specifically for Pre-School, we offer a simple uniform for you to buy.

We currently offer a polo shirt and sweatshirt. All are embroidered with the Pre-School logo and are suitable for the range of activities children will experience when in our care.

Not all children in our care wear uniform and those that do may not wear it all of the time. However, it can be a practical alternative to finding additional clothing and the children often really enjoy wearing their 'special school clothes'.

If you would like to purchase uniform for your child, please see a member of staff.



EXTRA INFORMATION

- Regular Newsletters will keep you up-to-date on various Pre-School activities, like outings and the terms topic.
- We will keep you informed of the current 'Learning Intentions' so that you know what your child will be learning about. This enables you to discuss them with your child and bring in objects to support your child's development.
- In the entrance foyer is a Notice Board with information such as the Director's names and contact numbers, latest newsletters and helpful child development information.
- The Operational File gives you lots of information about our Pre-School and how it is run. You will find this in the 'Parent's Box' in the entrance. It provides information about our Staff, fundraising events, newspaper articles and children's successes, to name but a few. Towards the back of the Operational plan is a copy of all our policies and procedures. Our policies are designed to offer the best possible experience for the children and families in the setting. They are reviewed on a regular basis and comments from parents are always welcome.



WHAT YOU NEED TO DO NEXT

If you think that you would like to place your child with us, or you have any questions please contact us using the details at the front of this prospectus. We are always happy to show Parents/Carers and children around. You will have the chance to meet our Staff, view the setting and the equipment we use.

When you visit us, you will also be given the chance to view our policy documents which explain how we operate in more detail. You will be given a 'Registration Pack' which will contain all of the paperwork you will need to complete for your child to join our setting. You may wish to view our OfSTED report at this time, or you may read it online at:

<http://www.ofsted.gov.uk/Ofsted-home/Inspection-reports/Early-years-and-childcare>

At your request, we are able to offer 3 FREE 'settling in' sessions for your child to get used to their new surroundings. You will be asked to remain in the sessions with your child. A settling in plan will be discussed with you and tailored to match your child's individual needs.

We hope that you have found the written information here helpful. However, the best way to decide if a setting is right for your family really is to see it first hand. We appreciate that placing a child into a new setting can often be daunting; no question is too small! So please, give us a call. We look forward to meeting you and your child soon.