



Mission Statement:

With Jesus as our guide, we learn,  
pray and live  
together in a safe and happy way.'  
'Learning through play every step  
of the way'



Ss Peter & Paul  
Catholic Primary School

**Teenie Weenie Little  
Learners  
&  
Lichfield Little Learners  
At SS Peter and Paul  
Catholic Primary School**

# **SS Peter and Paul Primary School**

*'Learning through play every step of the way!'*

*Head Teacher - Mrs C Faulkner  
EYFS Coordinator - Mrs C Faulkner  
Nursery & Wraparound Care Manager - Mrs J Ansell*

We are delighted to have your child joining our foundation stage at SS Peter & Paul Catholic Primary School.

## **Information**

### **Members of staff in foundation**

Mrs Ansell - Nursery & Wraparound Care Manager.

Mrs Whyte - Senior Assistant in Pre-school.

Mrs Tysall - Lead practitioner in Two Year old's room, Breakfast Club Leader & Afterschool Club Leader.

Mrs Phillips - Assistant am session in pre-school.

Miss Harrison - Assistant in Two year old's room.

Mrs Fletcher - Assistant in pre-school, After School Club Leader.

Mrs Middleton - Reception Teacher.

### **What your child will need to bring to nursery**

- A bag of spare clothes
- A packed lunch from home / Lunch money £2.30 if having a hot dinner (for 3 & 4 Year olds only)
- Sun cream & hat if weather is hot in September
- Wellies during Autumn & Winter months
- Labelled uniform
- We will need a copy of your child's birth certificate **before** they start their nursery sessions.
- A bag with nappies & wipes if needed.
- A labelled bottle with drinking water.
- Pumps for PE sessions (Day to be confirmed) (for 3 & 4 Year olds only)

## **Book Bags/Home learning books**

Your child will be given a book bag and will borrow a book from nursery to be shared at home. There will be a separate book for you to make any comments or anything you would like to share. This should be returned weekly for change. Home learning books are small tasks/ activities for children to complete at home, they can also be used for parents/carers to share any news, achievements and trips with the setting and can include anything such as photographs, pictures and flyers.

## **Funded session's, session times, prices and charges**

### **Funded Sessions**

Funded children are entitled to 5 free mornings, 5 free afternoons or two full days and a half a day (3 & 4 year olds only).

Additional funded sessions - up to 30 hours - criteria for 30 hours full time place - 9.00am - 3.00pm (3 & 4 Year olds only)

**Criteria:** The additional 15 hours will be available to families where both parents are working (or the sole parent is working in a lone parent family), and each parent earns, on average, a weekly minimum equivalent to 16 hours at national minimum wage (NMW) or national living wage (NLW), and less than £100,000 per year. Working will include employed and self-employed persons. Parents do not necessarily need to actually work 16 hours a week, but rather their earnings must reflect at least 16 hours of work at NMW or NLW, which is £107 a week at the current NMW rate. This includes those parents on zero contract hours who meet the criteria.

To gain the 30 hours funding, you will be required to enter your details on the HMRC website and obtain a reference number. This then needs to be passed on to the school office for us to check. This procedure will need to be repeated every 3 months to ensure entitlement still remains. We will require your number no later than two weeks before the end of term before funding is due to start.

### **Extra sessions (3&4 Year olds only)**

Half a day (9.00-12.00) or (12.00-3.00) = £10.00

Full day £20.00

### **Teenie Weenie Little Learners (2yr olds)**

5 Mornings 8.45am-11.45 am = £57.50 per week

5 Afternoon sessions 12.30pm-3.30pm = £57.50 per week

Funded 15 hours 2 year old sessions - parents will be required to complete an application to obtain a voucher.

Sessions are mornings 8.45am - 11.45am

Afternoons 12.30pm - 3.30pm

(No full days)

Breakfast Club 7.50am-9.00am (3&4 year olds only) = £5:50p

After School Club 3.00pm-6.00pm (3&4 year olds only) = £8:50p

### **Drop in sessions (one off extra sessions)**

We are able to offer drop in sessions for all facilities, providing we have the space and our ratios can remain covered. Should you require an extra session please speak to a member of staff.

### **Collection of children**

Please ensure you inform school/nursery as soon as possible if someone different will be collecting your child. If it is someone who hasn't collected regularly or never been before you will need to give them the password given on your registration form, and give the name and a brief description of the person. Staff will not allow children to leave with anyone who is unknown to us until contact has been made with parents/carers.

### **Late charge**

Please ensure your child is collected on time. The staff have other roles to fulfil within school, new sessions start and ratios have to be maintained at all times. Late charge - £6.00 will be charged to parents after 5 minutes of being late. A further £6.00 will be charged for every 15 minutes of the child being uncollected.

### **Absence**

All booked, paid sessions must be paid for including illness and holidays.

### **Curriculum**

SS Peter and Paul Nursery follows the Early Years Foundation Stage curriculum (EYFS) setting the standards for learning and development.

The four themes of the EYFS are:

1. A Unique Child
2. Positive Relationships
3. Enabling Environments
4. Learning and Development

These four Themes express important principles underpinning effective practice in the care, development and learning of young children.

Each Principle is supported by four Commitments, which describe how the principle can be put into practice.

### **The Early Years Foundation Stage: Themes and Commitments**

#### 1. A Unique Child

Every child is a competent learner from birth who can be resilient, capable, confident and self-assured.

- 1.1 Child Development
- 1.2 Inclusive Practice
- 1.3 Keeping Safe
- 1.4 Health and Well-being

#### 2. Positive Relationships

Children learn to be strong and independent from a base of loving and secure relationships with parents and/or a key person.

- 2.1 Respecting Each Other
- 2.2 Parents as Partners
- 2.3 Supporting Learning
- 2.4 Key Person

#### 3. Enabling Environments

The environment plays a key role in supporting and extending children's development and learning.

- 3.1 Observation, Assessment and Planning
- 3.2 Supporting Every Child
- 3.3 The Learning Environment
- 3.4 The Wider Context

#### 4. Learning and Development

Children develop and learn in different ways and at different rates and all areas of Learning and Development are equally important and inter-connected.

- 4.1 Play and Exploration
- 4.2 Active Learning
- 4.3 Creativity and Critical Thinking
- 4.4 Areas of Learning and Development

**The 7 areas of learning are:**

**Prime Areas:**

Physical Development  
 Communication & Language  
 Personal, Social & Emotional Development

**Specific Areas:**

Mathematics  
 Literacy  
 Understanding of the World  
 Expressive Arts & Design

### **Two Year Progress Check**

Childcare settings are required to communicate with parents/carers about their child's learning and development. Between 2 & 3 years of age we will complete a summary of your child's development 'Two year progress check.'

Your health visitor will also complete a health and development review at 2-2 1/2 years. It is useful for the reviews to be shared with your health visitor and ourselves. This is to support the new integrated approach through developing communication links between health, early years and parents/carers and provides us with an overall picture of the child's development.

It is important that when you receive the letter from your health visitor inviting your child to attend their health and development review that you inform us. This will enable us to complete the progress check and share with yourselves and your health visitor.

### **Parent partnership**

We hold an open door policy and encourage parents to come into the setting on arrival. If you have any questions or need to speak to a member of staff then we will always make the time to support your needs.

Please use our direct line into the foundation stage if you need to call us **01543 226095**. Likewise we will always contact you in an emergency or if your child becomes distressed in our care.

## **Safeguarding children**

At the end of the session you may be asked to sign an Injury on arrival form. This form is completed by a member of staff in the setting when a child has arrived at nursery with an Injury from home. It is our duty to record this information so please share this with us when you arrive.

If your child has an accident in our care we will fill out an accident form and give you feedback at the end of the session. If a head injury as occurred we will phone or text you straight away.

## **Illness & Medication**

Children are expected to be well when they come to nursery, should your child become ill during the session you will be contacted by a member of staff and asked to arrange collection as soon as possible. Our policy states that if your child is experiencing vomiting and/or diarrhoea they are to be kept at home for at least 48 hours from the last episode of sickness/diarrhoea.

Medication can be administered by staff in nursery providing it is prescribed by the doctor with a named label. You will also need to complete a medical form on the day.

If your child has a long term illness please speak to a member of staff to discuss a care plan.

***Don't forget please label EVERYTHING!!!!!!***

**We hope you find this information useful and look forward to seeing you soon. Please contact us if you have any further queries.**