

Greenfield Primary Nursery

Prospectus 2018-2019

Welcome!

Our Nursery is situated in the small village of Greenfield, Oldham. We are Ofsted registered for children aged 2-4 years of age and we provide sessions bursting with exciting opportunities to learn and develop through exploration and play



Our Nursery is led by a qualified teacher and a team of early years practitioners who are dedicated to delivering high quality education and care within the Statutory Framework of The Early Years Foundation Stage.

Current Nursery Staff:

Mrs Rebecca Mubiru- Teacher and Nursery Manager

Miss Sarah Whitehead- Deputy Manager

Mrs Sue Hulme- Teaching Assistant

Mrs Jenny Wright- Teaching Assistant

Ethos and Vision

At Greenfield Primary Nursery we want our children to feel happy, nurtured and excited to learn in an environment enriched with positive relationships and experiences.



We want all our children to feel valued as individuals, we want them to be confident and assertive and to reach their best possible potential of learning and development through the provision of stimulating and inspiring experiences.

Learning and Development

For most young children, going to Nursery is their first step away from home and we aim to make this transition as smooth as possible. Staff members are warm and nurturing and provide consistent care and support through a key person system. By working with small groups the staff get to know your children well, can support individual needs and ensure that children settle quickly. At our Nursery children are offered equal opportunities, we celebrate diversity by promoting self-respect and self-confidence. We are aware that some children may have specific educational needs and requirements. We aim to ensure that every child's needs are assessed and addressed and we aim to work closely with parents/carers and outside agencies if necessary (after parental permission is given). Our Nursery has its own SENCO (Special Needs Co-ordinator).

Staff encourage considerate and thoughtful behaviour from all our children. We believe in promoting positive behaviour by encouraging self-discipline, consideration for each other, our surroundings and our property. Children see that they are valued and respected in the way their positive actions and attitudes are acknowledged and praised.



Our goal is for children to be well-prepared for the next phase of their education whether in the Nursery or moving into Reception. The focus for our youngest children is language, confidence, social skills and physical development. Learning opportunities will be delivered through fun and flexible play based activities. For those children who are confident in these areas and who are ready for a little more structure; sessions will provide a more specific approach to learning. Sessions will build upon children's knowledge and understanding in mathematics, literacy, expressive art and design and in their early understanding of the world around them.

All our children are encouraged to explore through play, to be active and motivated by their own learning, to be creative and to think critically.

Outside Play

We have an enclosed playground which enables us to provide planned activities such as sand/water play, mark-making, book sharing and games. We also have access to the school's playground where we can ride on bikes and scooters, use our parachute, play with bats and balls and use the school's trim trail. We go out to play in all weather (unless it's unsafe) so it is helpful if children's coats are waterproof and children have wellies in rainy weather and snow.



Parents/carers as partners

We believe that children benefit from positive and consistent relationships with the people around them. We value the knowledge and understanding that parents/carers have of their children and we encourage involvement, ideas and suggestions. You are also very welcome to just stay and play!

Our sessions

Sessions are held Monday- Friday (term time only). Subject to availability, all children will be offered 15 or 30 hours of Nursery provision. For children taking up 15 hours, a part time place will comprise of either five morning or five afternoon 3 hour sessions. There is also an option for children who come for the morning to stay for an extra hour at an additional cost of £6 for that hour, eg five lunchtimes equate to £30. These children bring a packed lunch from home.

For children taking up 30 hours Nursery provision, a full time place will comprise of seven hours a day, Monday to Friday. Please note, there will be an additional charge for one hour per day. We have a limited amount of full time places.



Our Nursery has one main intake each September. Limited places may be available mid-year.

Our session times are:

8:30am - 11:30am (morning)

8:30am - 12:30pm (morning with lunch hour)

12:30pm - 3:30pm (afternoon)

8:30am - 3:30pm (full day)

Please ensure that your child brings a healthy packed lunch if applicable.

Fees and Funding

Some children are entitled to 15 hours funding from being two years old. All children are entitled to 15 free universal hours **beginning the term after they are 3 years old**. Some children are now eligible for an additional 15 hours extended entitlement (totalling 30 funded hours per week) beginning the term after they are 3 depending on the circumstances of the family. To check your eligibility for help with childcare costs please follow the link on the Nursery page of our school website.

We also accept childcare vouchers.

Our fees are:

£6 per hour

£18 per 3 hour session

£42 per full day

£210 per full week

Please note that fees will be reviewed annually.

When it's time for your child to leave Nursery, or if you wish to decrease your child's hours, you must inform the school in writing and a months' notice is required.

Nappies/ spare clothes

If your child wears nappies or pull ups we ask that you provide these along with wipes and nappy bags. These can be left in Nursery in a named bag. It's also very useful for every child to have a set of spare clothes in case they need a change of clothes during a session. Dressing your child in old clothes is advisable as we

provide lots of creative activities! Jewellery (apart from stud earrings) is not allowed in Nursery for health and safety reasons.

Drinks and snacks

Children are provided with a snack during each session. Full fat, fresh cow's milk is provided daily or water if your child prefers. Children are encouraged to bring a named water bottle so they can access water throughout the day. Our snacks include a variety of fruit, vegetables, scones, pancakes brioche and cheese on crackers. Children who stay for lunch will need a packed lunch from home.

We are a nut free zone and ask that all packed lunches do not contain items with nuts in the ingredients. Please take care if providing grapes as part of your child's lunch by cutting them in half length-ways.

We encourage independence, helping and good manners during our snack and lunch times.

Visits and application process

If you would like to put your child on the waiting list for our Nursery you will need to complete an Admissions Application form and return it to us as soon as possible. You can pick one up from the Nursery or contact us on the School's number, leaving your name and address and we will post a form out to you. We use the Greenfield Primary Nursery admissions policy to allocate places. We will then confirm in writing if your child has a place and give you a start date.

Once your child has been offered a place you will be offered two free visits. You are welcome to stay and help settle your child if needed or you can leave them if you feel it's appropriate. Visits usually take place the week before your child is due to start or just before the summer holidays if they are to start in September.

We also hold an information evening for parents of children due to start Nursery the following September each July. This meeting gives parents an



opportunity to meet all of the staff, discuss your child's place and ask any questions.

Child Sickness

If your child becomes sick whilst at Nursery we will contact parents/carers by telephone. Any child with sickness and/or diarrhoea will have to stay at home for 48 hours or until sickness and diarrhoea stops. Full fees are charged for sickness as staff ratios are accounted for daily.

Medication

Parents are asked to keep their child off Nursery for the first 48 hours after starting a course of antibiotics to help prevent the spread of infection. If you wish Nursery staff to administer medication to your child you must sign a medication form daily, recording the details of the medicine, dosage and times it's to be administered. Parents must sign the medication record at the beginning and end of each day.

Security

Greenfield Primary Nursery has one main entrance, parents/carers must report to the main entrance of the Nursery. Any adult not known to staff will not be allowed into the Nursery. Appropriate notice must be given for any change in the collection of your child. We will require the name of the person collecting your child in writing or alternatively in cases of emergencies collection will have to be clarified through a password system.

Policies and Procedures

Our Nursery pays the necessary regard to all regulated and recommended policies and procedures within the Statutory Framework for the Early Years Foundation Stage. Copies of our policies and procedures are kept in the nursery and are always available for parents/carers to read. Staff are happy to discuss these with parents/carers and visitors.

We look forward to meeting you and your child at Greenfield Primary Nursery!

Contact us

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School Website: www.greenfieldprimaryschool.com