

Prospectus



Alderton Acorns Pre-School Group

At
Alderton Village Hall
Dibden Lane
Alderton
Tewkesbury
Glos.
GL20 8NT
Tel: 07842161159

www.aldertonacorns.org.uk

A member of the Gloucestershire Playgroup and Toddler Association
Registered Charity No 1052664

ALDERTON ACORNS PRE-SCHOOL GROUP

Welcome to Alderton Acorns. We are open to children from 2 years 9 months up to 5 years. As of 1st April 2010 we are operating "an accompanied child" session for children aged 2 years 6 months. Children join us to have fun and to learn, through play, the individual skills needed to enter school confidently and enthusiastically.

Sessions run from 9.00 to 12.00 Monday to Thursday during term time. Children usually start with two sessions per week and build up to more when they are ready. For children in their pre-school year we include special study groups where they can concentrate on more structured play and pre-reading/writing skills.

The pre-school meets at Alderton Village Hall, which is bright, spacious and centrally heated. There are special toilet facilities, a kitchen for cookery and preparation of snacks for the children and two outside play areas. We also have our own large range of play equipment which is constantly updated and added to.

Your playleader is Sian Tryner who holds a Postgraduate Certificate in Education (PGCE). She is also a parent and understands the everyday pressures of entertaining a pre-school child! Sian is assisted by a team of helpers and rota parents.

Alderton Acorns is registered and approved by Social Services. We are also a member of Gloucestershire Playgroup and Toddler Association (PATA).

THE PLAYLEADER AND HELPERS

Playleader	Sian Tryner:	Postgraduate Certificate in Education BSc (Hons) in Zoology with Marine Zoology
Deputy Playleader	Sarah Westgate:	BA (Hons) in Multi-disciplinary Design PATA 'Introduction to Play' Working towards NVQ Childcare level 3 SENCO representative
Play Assistants	Sarah Perry:	BA (Hons) in Fashion and Textiles NVQ Childcare Level 3
	Lynda Ellis:	PATA Certificate in Childcare & Education level 2
	Suzy Webb:	CACHE Childminding in Practice level 3

All staff are trained every three years in first-aid and child protection.
In addition all the staff members are mothers and understand!

FEEES

Fees are currently £6.50 per session, rising to £8.00 per session as of 1st April 2010, paid on invoice. If you are going on holiday, please let Sian or the treasurer know in advance so that you will not be charged for the sessions missed (maximum of two weeks holiday). Unfortunately we are unable to make a refund if your child misses a session for any other reason.

NURSERY EDUCATION GRANT

Usually, children become eligible for a nursery education grant in the term after their third birthday. However the Local Education Authority do have cut-off dates. Please check with the Treasurer to see when your child is eligible. Grants are paid from the Local Education Authority direct to Alderton Acorns so you will not be required to pay any fees whilst your child is receiving a grant (please ask Sian for details).

"ACCOMPANIED CHILD" SESSIONS available from 2 Years 6 months

Introduced as of 1st April 2010, it is our hope that these sessions will provide an invaluable introduction to pre-school life. The aim of the session is to allow your child to become comfortable within our pre-school environment, whilst leading up to a time of independence on reaching 2 years 9 months and "going solo". As the title suggests you are required to stay with your child for the session. There will be a fee of £2.50 which is payable on invoice. Please contact Sian if you would like to take up this opportunity. 07842 161159

ARRIVAL AND COLLECTION

It is a good idea to arrive a few minutes early in the morning to settle your child in before you go, but please do not leave your child before the official start time of 9.00 am, when insurance cover begins (unless pre-arranged with Sian in special circumstances). Please be ready to collect your child at 12 o'clock -- you may not worry if you are a bit late, but your child will! If you are delayed for any reason, please telephone Sian at the village hall on 07842 161159.

To comply with OFSTED we have had a door chain fitted to the main door. This will be applied immediately following registration in the morning and be removed at 11.45am prior to collection. Please may I ask all parents/carers, that should you arrive at a time when the chain is in use, ring the bell, and a member of staff will let you in. Conversely, if you are leaving the hall after the chain has been applied—please ask a member of staff to lock you out.

A TYPICAL SESSION

9.00 - 11.15	Free play; a choice of activities for example: Painting and colouring, playdough, sand and water play, dressing up, junk-modelling, cookery, home corner, bikes and trikes, climbing frame and slide including drink & snack time within key worker groups
11.15	tidy up time
11.30 - 11.45	whole group activities such as drama, ball skills, music & dance
11.45 - 12.00	Story time

The activities above will take place both indoors and outdoors.

COME AND JOIN IN!

Our pre-school is a happy place where children can learn through play how to:

- share and play with other children
- trust new adults and accept new situations
- experiment with all sorts of materials and activities
- express themselves in many different ways
- develop skills on different levels; intellectual, moral, physical, language, emotional and social
- work things out for themselves and become independent

Obviously, getting to know and understand the little community our pre-school becomes each morning is very important for your child and yourself. Why not try short visits together first? Your child will soon notice the friendships you develop with the playleader, helpers, and other parents and will very quickly establish his or her own relationships with the other children and the staff.

Eventually you will be able to leave your child in *their* very own pre-school, growing every day in confidence and independence.

CHILDREN AT 'WORK'

The children are encouraged to explore and learn from different materials;

- water
- sand
- paint
- glue
- clay

They will get messy (wearing overalls of course), which is a necessary part of learning to appreciate their tactile skills. Old clothes are best for playing in.

In addition some of the activities will occur indoors and some outdoors, whatever the weather! Please make sure that your child has suitable additional clothing to cope with the unpredictable British weather! Come rain or shine!

Confidence comes from being able to do things for yourself. Try to make sure that all fastenings are simple and your child will soon learn to go to the toilet without help, put their coat on and so on. Naturally the helpers are always about to avoid life's little problems!

EARLY YEARS FOUNDATION STAGE

The Early Years Foundation Stage has four Principles:

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

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

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

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.

There are 6 areas of Learning and Development. Using learning through play we plan to provide activities for the children based on these 6 areas and the children's individual development and needs.

The 6 areas of Learning and Development are as follows;

Personal, Social and Emotional Development

Children develop confidence, show respect for themselves and others and can establish positive relationships with children, and adults within the setting. They can work in a group or alone, can concentrate and persevere and solve simple problems. They show independence in dressing and choosing tasks, can take turns and understand what is right and wrong and why. Children treat living things, property and their environment with care. They respond to relevant cultural and religious events and show feelings in response to their experiences of the world.

Communication, Language and Literacy

In small and large groups children listen and can talk about their experiences using a growing vocabulary. They listen and respond to stories, songs and poems, can make up stories and take part in role-play. They enjoy books and handle them with care, knowing that words and pictures carry a meaning and begin to associate sounds with words and letters. In early writing they use pictures, symbols and sometimes words to communicate. They may be able to write their own name.

Problem Solving, Reasoning and Numeracy

Children use mathematical language, such as in front of, more or less than, to describe shape, position, size and quantity. They are familiar with number rhymes, stories and songs, can recognise and use numbers 1 to 10 and are familiar with some larger numbers. They compare, sort, match, order, sequence and count and begin to show awareness of addition and subtraction.

Knowledge and Understanding of the World

Children can talk about their families, past and present events. They explore and recognise features of living things, objects and events, talk about their observations and ask questions. They explore different materials and use skills such as cutting, folding, joining and building for various reasons.

Physical Development

Children move confidently and imaginatively with increasing control and co-ordination and an awareness of space and others. They use a range of small and large equipment to balance on and climb with increasing skill.

They also handle tools, objects and materials safely and with increasing control. They show an increasing awareness of how exercise, eating, sleeping and hygiene promote good health.

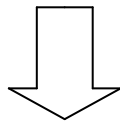
Creative Development

Children explore sound and colour, texture, shape, form and space in two and three dimensions. They respond to what they see, hear, smell, touch and feel. Through art, music, dance, stories and imaginative play, they listen, observe and use imagination. They use a widening range of tools, materials and instruments to express ideas and communicate feelings

Special Educational Needs

If a child shows specific areas of concern the following procedure will be put into operation.

Playleader and Special Educational Needs Coordinator (SENCO) will express those concerns with parents/carers.



Individual Educational Plan

(IEP), to be put into operation.

The objective of the IEP is to:-

- Raise achievement for children with Special Educational Needs (SEN)
- Be seen as working documents
- Use a simple format
- Detail provision additional to or different from those generally available for all children
- Detail targets which are extra or different from those of most children
- Be jargon free
- Be comprehensible to all staff and parents
- Be distributed to all staff as necessary
- Promote effective planning
- Result in good planning and intervention by staff
- Result in the achievement of specified learning goals for children with SEN

Two IEP's are required, with a term between the two before the next stage.

Following the completion of the two IEP's, the pre-school officer (PSO) from the Local Education Authority (LEA) would become involved. They would come and assess the child with a view to possibly providing a trained

member of staff to work with the child at preschool on a one to one basis. At all times during the meeting and after, the preschool staff must respect the parents/guardians decision with regard the course of action they wish to take with their child even if, in their opinion, this is not the course of action they would consider to be the most appropriate.

AT ALL STAGES PARENTS ARE INVOLVED

Key Person

Each child at Pre-school is allocated a Key Person who works closely with them and their family and ensures individual care and attention. The Key Person will ensure that the activities that are offered at Pre-school are tailored to the unique needs of each individual child so that all children are supported in reaching their full potential. The Key Person will be responsible for the welfare of your child as well as all their record and assessments. We recognise that parents are the most important educators of young children and we aim to share information and work closely with you in order to support this. We are quite flexible and in practice each member of staff develops a good relationship with all the children. This is especially useful if your child's Key Person is absent.

Each child has their own Pre-school Diary kept in their named drawer. This is a record of some of the activities they have taken part in at Pre-school. Yours child's Key Person keeps this record up to date. This information will enable the Key Person to identify your child's stage of progress and decide on how to help your child move on to the next stage. You are welcome to see this record at any time, and we would love you to contribute to it as well. Each term we will send the Diary home for you to share with the rest of your family but please add to it at any time during the year.

PARENTS AT ALDERTON ACORNS

Alderton Acorns is a community group with charitable status, owned and run by the parents of the children

attending. Therefore, we rely on your help and support. There are four main ways in which you can help:

Committee Member

In May, every year, a committee of parent volunteers is elected to administer and be responsible for the policy of the group. We understand that this can initially seem daunting, so if you do not want to take a role on the committee then we would welcome your input at committee meetings. The meetings occur termly and we discuss issues relevant to the group at that time.

Fundraising

In order to raise money for the group we organise various fund raisers during the year. We would always value your support, help and donations for these events. Once again this is meant to be a fun way in which you can support the group and your child.

Cleaning

There are times during the year that we need to wash toys, aprons etc... Once again we always appreciate your support with this task.

Rota Helper

You are an essential part of the pre-school team. In order to keep fees to a minimum, we operate a parent's rota (helper rota). This is a *requirement* of your child attending preschool. Please do not feel daunted by this task. It is meant to be fun and a special time in which you can enter your child's world and see first-hand how they are developing skills in a setting outside the home.

The rota helper system is covered in detail in the 'welcome pack'. You will only be required to become a rota helper for a maximum of a couple of times per term (with one child attending the group). If you cannot fulfil the role then you can elect a friend, grandparent, etc... You are exempt if you are pregnant, have a baby less than 6 months old or are deemed medically unfit to work.

When it is your turn, we do ask you to arrive **at 9.00**. Please bring a fruit/savoury snack to share with the group at snack time.

Your jobs will include;

- Helping to put out and clear away equipment
- Mixing paint
- Joining in a game
- Supervising painting or gluing
- Preparing mid-morning drinks and snacks for the children
- Making the all-important coffee!
- Reading a story to a small group

Tips for rota duty:

- Spend as much time as possible with the children but do as little as possible for them.
- Sit down with the children -- get down to their level. Encourage conversation and be prepared to listen to the answers.

- Resist the temptation to take over; let the children do their own thing (within reason) and not what you want them to do
- When children take part in activities they are not always looking for an end product - it is the doing which matters most to them.

The notice board at the front of the hall contains details of meetings, rota duties and any other information

PATA

Alderton Acorns Pre-School Group is a member of an organisation called the PLAYGROUP AND TODDLER ASSOCIATION (PATA).

PATA is a registered charity, actively supported by Gloucestershire County Council and membership provides us with;

- financial support through the administration of LEA grants
- specialist support when required
- advice and expertise

At branch meetings we are able to exchange ideas and information and keep up to date on the latest issues. PATA also provides training courses on various subjects, such as practical play activities and on specialist topics including child development and family issues, which last from one day to one year. These are open both to staff as in service training and to all parents and carers involved in playgroup, for a reasonable fee.

ALDERTON PARENT, BABY AND TODDLER GROUP

Every Friday morning including during holidays, Alderton Parent, Baby and Toddler group meet at the Village Hall from 10 - 12 am. It is open to all babies and toddlers accompanied by a parent or carer (who may be a childminder, grandparent, other relative or friend) and costs £1.50 for one child or £2.00 per family, including coffee/tea (for grown-ups!), drink and snack for children. This is a good way to get children used to mixing with others, to become familiar with the environment and helps prepare them for moving on to pre-school. Parents and other adults also get the chance to meet for a chat (and maybe discuss the joys and trials of parenthood....) No need to book, just turn up and join in!

FURTHER INFORMATION AND ADVICE

If you need any further information or advice concerning your child at Alderton Acorns, your playleader Sian Tryner is happy to answer your questions. If you are unable to speak to her at playgroup, you can phone her on 07842 161159.

The following pages are a child entry record form which you should complete and return to Sian as soon as possible to reserve your child's place.

We look forward to welcoming your child and yourself into your own community run pre-school group.