



St Leonard's

C of E Primary School and Nursery

Walton Green, Walton-le-Dale,
Preston, Lancashire PR5 4JL
head@st-leonards-pri.lancs.sch.uk
Tel. 01772 556021

Headteacher. **Mrs K Proctor**

With God's help, we will be inclusive, independent, inquiring and inspirational.

Ofsted Number 119575

Dear Parents and Guardians,

Here is everything you need to know about Little Lenny's Nursery at St. Leonard's Church of England Primary School. We welcome you to our school family.

What we do in Nursery!

In Nursery we learn through play. The majority of this is child-led learning combined with daily structured adult-led activities. These comprise of daily whole class activities: Phonics, Math's and story sessions. Daily small group activities: creative, fine motor, name writing and personal, social and emotional activities. We also offer a range of 1:1 interventions for those children who require them. The classroom is designed to meet the needs of all children, encourage problem solving and support independence whilst promoting engagement, developing vocabulary and expanding children's interests.

Our main focus in Nursery is to support your child's learning and development, ensuring they are ready for life in school, they love coming to Nursery and developing a love of learning. Our school vision of being inclusive, independent, inquiring and inspirational underpins all we do at St Leonard's and Little Lenny's.

We open our nursery term time only for 38 weeks per year. We do hold a holiday club run via Funfest at the school in the holidays. Please book with them directly. Our term time dates are published on our school website.

Session times

- Morning sessions: 8.45-11.45.
- Afternoon sessions: 12.30-15.30.
- Full time sessions: 8.45-15.30.
- Wrap around sessions are available from 7.30-9.00 and 15.30 - 18.00 for an additional cost.

We will do our best to accommodate the choices for sessions of all applicants and please ask if you have any questions regarding sessions and charges. If you wish to buy additional childcare hours on top of the funded





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hours sessions are charged at £22.00. Breakfast club is £6.00, and After School club is £8.00. Please state on your application form which hours you will use funded and any extra paid hours / sessions. For paid sessions we accept parent pay, a range of childcare vouchers and tax free childcare codes. If you are using a tax free childcare scheme the 12 digit reference number must be provided by email to bursar@st-leonards-pri.lancs.sch.uk when a payment has been made with the date and amount and sessions applied to so this can be allocated.

We expect that parents ensure that their child attends the sessions booked and are punctual, this helps to establish a good routine ready to start primary school. Please telephone the school office if your child will not be attending their booked session. Please note that the governing body reserves the right to increase charges as appropriate.

Key information

Uniform: Nursery children will wear an adapted school uniform comprising of a school logo PE t-shirt, navy/black jogging bottoms, trousers, leggings or shorts and a school logo jumper, fleece or cardigan. These are available to purchase directly from school or via www.handprints.info, Bang Bang, or Smart School wear Preston. Please name all school wear to help the staff to return to the correct child if left behind.

Water, milk and snacks: We ask that all children bring a water bottle, which can be refilled throughout the day. Children can sign up for free milk on the cool milk website. They will also receive a piece of fruit or vegetable each day and children can receive toast/snack for a small charge. Please order toast from the office. Please advise of any allergies on the form provided.

Lunchtime: Nursery children who stay for the full day can either bring a packed lunch or purchase a school hot or cold dinner, available for a cost and ordered through the office.

PE: Nursery will complete daily PE activities in the outdoor classroom and in Forest school.

Forest school: Nursery will access the Forest school weekly in Nursery. For these days, we ask that children have wetsuits and wellington boots in school to enable them to access Forest school in all weather.





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Communication: We love to communicate with you in Nursery, we love to hear about your child's achievements and the milestones they have achieved at home. We appreciate any information you can share with us to support your child's learning. We have a class blog on ClassDojo, direct messages on ClassDojo and a class Instagram pages. We also love to talk to you at pick up and drop of times and can make appointments for afterschool if you need to talk about something privately, this can be done over the phone or in person.

Staff: Nursery will be led by Mr. Johnson, an experienced EYFS teacher who has designed an accessible, engaging and fun curriculum to ensure your child learns, makes progress and is ready for school. The Nursery will operate on a ratio of one adult to eight children, ensuring that the children get the best start to life in school. Mrs Emery will work predominantly in the nursery every day supported by other EYFS staff members.

Parent Pay: You will be given a log in for Parent Pay which will enable you to make any extra payments for wrap around care, toast, dinners and any other payment items. The office will support if you require a school dinner as these are pre booked the week before for the following week. Toast can be purchased termly if you wish to do so. Further information will be sent out once your child has started at nursery.

Safety: The wellbeing and safety of all our children is of paramount importance. To support this we have a bespoke range of policies available on our school website. A form for permissions is included in the pack.

Drop off - 8.45am parents and guardians must accompany their child to the nursery entrance from the infant playground and hand their child over to the nursery staff member. **12.30pm -** parents and guardians must bring their child to the school reception entrance where they will be brought in to school and handed over to a nursery staff member.

Collection - 11.45am parents and guardians will collect their child from the school reception entrance where the nursery staff member will hand them over. **3.30pm** parents and guardians will collect from the nursery entrance via the infant playground and nursery staff will hand your child over.

Only persons on the collection sheet will be able to collect your child and will need the password. Whilst on school grounds until handed over to a nursery staff member / or once collected you must supervise your child at all times. If in wrap around care your child will be dropped off and collected from the school reception entrance.

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Funding

All 3 and 4 year old children are entitled to a free early years education place for 15 hours per week for up to 38 weeks per year, from the beginning of the term after their 3rd birthday. Eligible working families will be entitled to an additional 15 hours per week if they meet the eligibility criteria, making a total of 30 hours per week. To check if you meet this criteria please visit:

www.lancashire.gov.uk/children-education-families/early-years-childcare-and-family-support/paying-for-childcare/30-hours-free-childcare/?page+2

Early Education Funding cannot exceed 10 hours per day. Although the early years funding can be taken at more than one provider, parents must not use more than two sites for funded early years places in one day. Parents must be clear on the EEF Parental agreement which hours are being claimed for by which provider and a form completed for each provider. Parents must not claim more than their entitlement of 15 or 30 funded hours per week. The working parents' entitlement hours will not be funded beyond the grace period and end date if a parent becomes ineligible or fails to re confirm their details with Childcare Choices by the termly deadlines. Parent's MUST therefore ensure they re- confirm their working parent eligibility code before this expires. The eligibility code must be provided to Mrs McGill (School Business Manager) in the timeframes and renewed before the grace period.

Notice Period

A notice period of 6 weeks is required to leave the nursery place your child has.

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What you can do to help: To develop your child's vocabulary, talking to them is key, this is supported by reading lots of stories and providing them with lots of different experiences. Finally talking to your child about starting Nursery, ask them what they are excited about, what they are nervous about and talk about all the new friends they will make.

To support your child's transition into Nursery, it would be useful if our child can:

- Go to the toilet independently.
- Get changed independently.
- Thoroughly wash their hands independently.

We do not provide nappies / wipes and request any required are brought in daily. A spare change of clothes could be kept in school if required to change into.

We look forwards to welcoming you and your child into our school family. If you have any queries or require information please contact us on the school number above or email the office@st-leonards-pri.lancs.sch.uk where we will be happy to help you.

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