



# Bratton Fleming Pre-School CIC

## Prospectus 2024



'Learning through play and making friends'

Bratton Fleming Pre-School C.I.C,  
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OFSTED No: EY422560 Company Reg. No: 7205614

## Wishing you and your family a very warm welcome to our wonderful setting!

Bratton Fleming Pre-School is a 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 building, which we were 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 and in the wider community.

We are registered with Ofsted to provide for 26 children from the age of 0 to 5 years of age at any one time. Our opening times are 8am to 5.30pm

We have a dedicated safe play area for children under the age of 2yrs(Bunnies), where they can access and enjoy stimulating activities and quality care. There is also a separate sleeping area for those needing to nap.

Our main area provides an integrated play space for our children aged 2-5yrs(Deer), where they have a variety of structured and child led opportunities as part of the Early Years Foundation Stage.

For our latest report please see <http://www.ofsted.gov.uk/Ofsted-home/Inspection-reports/Early-years-and-childcare>



## Our ethos

Bratton Fleming Pre-School is a happy and nurturing environment where children grow and develop as individuals. Our qualified and experienced staff pride themselves on offering quality care and early years education. Inspiring activities and opportunities

encourage exploration, awe and wonder; fostering a love of learning and laying the foundations for future learning across all seven areas of the 'Early Years Foundation Stage'.

To encourage a happy and settled environment we have a few golden rules we share with the children;

- Careful hands,
- Quiet voices,
- Listening ears,
- Walking feet,
- Sharing and taking turns.

We encourage good manners and 'all friends together' approach!

These concepts are explained to and explored with the children in a positive manner throughout the session.

### Working in Partnership with parents and carers

Each term we hold a Parent's Evening, where we invite you in to share and celebrate your child's achievement and to discuss their next steps in their development.

We use an online learning journal system called Tapestry that we upload observations on to and share with parents their child's ongoing pre school journey.

We also encourage parents to upload onto Tapestry, for when your child has achieved something for the first time, has been developing something or has some news they'd like to share.

The key person's role is to help ensure that their key child's care is tailored to meet their individual needs, to help your child become familiar with the setting and to offer a settled relationship for the child. They also build a relationship with you as parents/carers.

Each child is allocated a 'Key Person'. However, all staff are available on a daily basis if you have any queries or concerns.

## Our Daily Routine for 0-2 year olds

8am - Breakfast Club

9am - Children arrive, help to settle and have free flow activities.

10am - Good morning song, snack time, free choice and planned activities to follow both inside and out.

11.45am - Tidy up time followed by song time.

12 noon - Lunch time.

Free choice and planned activities to follow both inside and out

2.40pm – Tidy up time, followed by story time.

3pm - Goodbye song, home time.

3pm - 'After school care'. The children are offered a snack and again have access to a wide variety of stimulating and educational activities.

\*Times and activities are subject to change\*

Our daily routine for children under the age of 2yrs is tailored to their individual routines as discussed with parents during their first visit, this helps to ensure coming to our setting is like home from home, with regards to sleep, feed etc.

For those children beginning their transition into the older age group we ensure they spend time both in the dedicated under 2's space and with the older children. Parents are kept informed leading up to and including this next step in their child's development.



## Our Daily Routine for 2-5 year olds

**8am** - Breakfast Club

**9am** - Children arrive, self registration and free flow activities.

**9.15am** - Good morning song, circle time (linked to topic)

**10am** - Snack time with free flow and planned topic activity to continue.

We offer healthy snacks which are provided by us, with a variety of fruits, vegetables, cheese and savoury snacks. Free choice of activities with continuous provision. Small group activities as well. Staff support and encourage the children; extending learning and participation. Inside and outside.

**11.30am** - Tidy up time, followed by Music and Movement time.

**12 noon** - Lunch time. Children have the option of bringing in a packed from home or purchasing a hot lunch from the primary school at a cost of £2.50.

**1pm** - Quiet time followed by book of the week.

**1.10pm** - Free flow activities inside and outside including planned topic activity.

Staff support and encourage the children; extending learning and participation. We often take the children out into the local community, using the Millennium Green and village amenities.

**2.40pm** - Tidy up time, followed by Mindfulness activity.

**3pm** - Goodbye song, home time.

- 'After school care'. The children are offered a snack and continue to have access to a wide variety of stimulating and educational activities.

**4.30pm** - Tea time provided by parents.

**5.30pm** - End of day.

\*Times and activities are subject to change\*

Alongside our daily routine we also welcome many visitors into Pre-School to share their experiences with us. We enjoy trips into the village and beyond, embracing our local community and the wider world. We love going outside, whatever the weather, and enjoying the great outdoors! All timings are approximate.

## Our Opening Times

-Monday to Friday, term time only except Bank Holidays

-Breakfast Club 8-9am

-Main session for 0-5 year olds 9am-3pm; Parents/Carers may arrange flexible hours within this time

-Extended provision up to 5.30pm

## Our Fees including 2, 3 & 4 year old Funding from 16<sup>th</sup> April 2024

- 0 -3 years £6.50 per hour from 8am-5.30pm
- 3 - 5 years not eligible for funding £6.00 per hour from 8am-5.30pm

We charge a £10 registration fee, which is non-refundable for children that do not access funding. We will give you 8 weeks notice of any fee increase. We require 4 week's notice in writing of any permanent changes in hours or days that your child attends.

## Funding Information

Early Years Entitlement is a Government Scheme which pays towards 2, 3 and 4 year olds to have Early Years learning and care. Below is a brief summary of the conditions, however if you have any questions or require information, please do not hesitate to ask.

All eligible children are able to access either the Universal or Extended entitlement as follows:

- Universal entitlement - funding cannot exceed 15hrs per week for 38 weeks per year
- Extended entitlement -funding cannot exceed 30hrs per week for 38 weeks per year
- Minimum of 1hr per day and a maximum of 10hrs in a day
- Funding can be used at a maximum of two sites in a day

(The way in which providers offer the entitlement will vary. Please check the details with your provider)

Further information can be found in our 'Parents Handbook'

Children become eligible the term following their 2<sup>nd</sup> and 3<sup>rd</sup> birthday as per the following dates for the Universal entitlement:

<b>Date of Child's Birth</b>	<b>Term in which funding starts</b>
Before 31 <sup>st</sup> March	Summer Term (after Easter holidays)
Before 31 <sup>st</sup> August	Autumn Term (after Summer holidays)
Before 31 <sup>st</sup> December	Spring Term (after Christmas holidays)

For the Extended entitlement for 3year olds you need to apply the term before the child can access the funding for the following term ie. deadline for eligibility codes to be validated by 31<sup>st</sup> March, 31<sup>st</sup> August or 31<sup>st</sup> December for which funding starts the following term.

We are also an approved setting to accept 2 year old funding for 2yr olds, you may be entitled to receive funding for up to 15 hours of early learning and childcare a week. Please enquire at the Pre-School for further details.

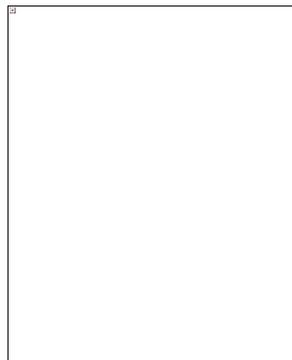


## Our Team

All our staff are dedicated to provide the best care for your children, to help them to reach their full potential.

Our team consists of (left to right):-

- Leanne Taylor (Manager/DSL)
- Chloe Meakin (Deputy Manager/Deputy DSL)
- Andie Bendle (EY Practitioner)
- Britney Jennings (EY Practitioner)
- Chantal Shapland (EY Practitioner)
- Georgie Bawden (EY Practitioner)
- Jen Comer (EY Practitioner)



## Additional Information

-Regular Newsletters will keep you up-to-date on various Pre-School activities, like outings and the terms topic. These are sent out via email

-In the entrance foyer is a Notice Board with helpful information, term dates, latest newsletters and child development information.

-The Operational File contains our policies and procedures and is available for you to look at. It can be found in the 'Parent's Box' in the entrance.

-For more detailed info please see our 'Parents Handbook'.

**Data protection:** Bratton Fleming Pre-School complies with the GDPR regulations and will only collect relevant data regarding your families' personal details. Such information will be handled sensitively and securely, will only be used if necessary and will then be disposed of appropriately after the required period, as per privacy notice and policy. We recommend that parents read our privacy notice and policy to enable full understanding of our commitment, this can be found in our Operational File which is kept in the parents box in the foyer.

### Joining Bratton Fleming Pre-School

-We would love to meet both you and your child, so if you have not visited us already give us a call and a member of staff will happily book a visit for you. (Contact details on the front of this prospectus)

-During your visit you will have plenty of time to meet the team and chat through any queries or concerns you may have.

-After the visit you will be given a 'Registration Pack' to take away and digest!

-Once the paperwork has been completed and checked, your child will start and be welcomed into the setting.

-Our 'Settling in Policy' will be discussed with you, and your child's individual needs met to ensure a smooth transition into Pre-School life with us!

