



Rainbows Nursery at Cranmere Primary School

Thank you for your interest in Rainbows Nursery here at Cranmere Primary School. We hope that this factsheet will provide you with some useful information about us and our setting.

Background information

Rainbows Nursery is a term-time maintained nursery setting which is comprised of two classes. We have a fully-qualified teacher who leads the nursery and both classes (Puffins and Owls) offer the free, fully-funded, 15-hours per week. We also have a number of children who stay all week because they are funded for 30-hours of nursery education.

We run two 15-hour nursery sessions per week, each comprising 2 and a half days. Puffins class runs on Monday (9am-3pm), Tuesday (9am-3pm) and Wednesday mornings (8.45am-11.45am). Owls class runs on Wednesday afternoons (12.15pm-3.15pm), Thursday (9am-3pm) and Friday (9am-3pm).

Our nursery pupils

Children are eligible to join our nursery at the start of the **term following their third birthday**. In addition we are usually able to take a small number of funded two-year old pupils in the term in which they turn three. These places are normally reserved for FEET funded children (FEET stands for 'funded early education for two-year olds'). We can take a maximum of 26 pupils per class, giving us a total of 52 places in the nursery.

Applying and visiting

We arrange our own admissions for nursery, which means applications come directly to us. Our application form can be downloaded from our website. This is different to the admissions for the main school, which is operated by the Surrey Council Admissions team. Our admissions policy is on our website, but it is important to note that we do not operate on a 'first-come-first-served' basis, and all applications are looked at on the closing date and ranked according to the admissions criteria. Closing dates for applications are also shown on our website.

We welcome visits to the nursery before you apply and we would be happy to arrange a tour. Just call the office team on 020 8398 5580 or email admissions@cranmere.surrey.sch.uk. You can pick up an application form from us when you visit, or you can download it from our website. Admissions information can be found in the **Nursery Admissions** section of our website. Please visit www.cranmereprimary.org.uk and you will find a link to nursery information on the main front page.

Our intakes and deadlines

Our main intake into nursery is in September. This is when most of our children move up to the Reception classes and therefore this is when we have the most places available. If we do not fill all the places in September then we can take in additional children in January, and possibly even April. If your child is not eligible to start in the Autumn Term (perhaps because they are not yet three years old) then you can have a place on our waiting list to start either at the start of the next term, or if a place becomes vacant in the meantime. We also keep details of children who would like to join us in future years, so you are welcome to apply even if your child is not eligible to start immediately. There is no deposit or fee charged for adding your child's name to our waiting list.

Costs and number of hours

All 3 to 4-year-olds in England can get 15 **free** hours of nursery education per week during term-time. No application process needs to be made for this; you will automatically get the funding as long as we can see your child's birth certificate to prove their entitlement.

Depending on eligibility and availability, we are also able to offer some children the chance to attend nursery all week through the '30 hour free entitlement' government initiative for working families. Please indicate on your application form if you would like further information about this offer. The first step will be to confirm your eligibility via an online Government portal. See <https://www.gov.uk/30-hours-free-childcare>.

We do not ask for any additional payments in Nursery, because we are offering the free entitlement. However, if your child attends for 30-hours per week then there is an option to either pay us directly for the additional 30 minutes per week (because Wednesdays run from 8:45am to 3:15pm), or to finish earlier on that day (which would mean a finish time of 2:45pm).

Settling in and starting

Once you have been offered a place and you have a start date then we will then set up a 'stay and play' visit to the nursery for you and your child. This is a session for both you and your child to come and visit us during a

normal day. It is an opportunity for your child to have a longer time to play in the nursery and get used to the setting and it is also a time for you to share information about your child with the teaching team, and ask any other questions you may have. All children and families are unique and your own individual needs are taken into account throughout the settling in process.

Nursery staff

- Nursery teacher: Mrs Janet Butt
- Senior Nursery Nurse: Mrs Jo Watson
- Nursery support staff: Mrs Jennie Goddard, Mrs Natalie May.

Clothing

To help your child develop a sense of belonging to our school community, they may wear a school sweatshirt and a PE t-shirt. Details about suppliers are available at <http://www.cranmereprimary.org.uk/office/school-uniform.html> Overall, children should wear washable, comfortable and practical clothes that are easy to manage so that they can learn to be independent.

Daily Routine

We will open our nursery door just before the start of each session to greet your child. The teacher will gather the children together for the start of the day and take the register. Children are then able to choose where they would like to play and the outdoor area is available for the children to use. Children will have opportunities for a snack and drink during the day. We provide milk or water for the children to drink; parents need to provide a named snack. Everyone helps to tidy up towards the end of the session. The session finishes with group time. We may talk about ideas in relation to our topics, singing, or share a story. At the end of the session parents/carers are asked to wait outside until staff open the door.

Lunchtime

You will need to provide your child with a packed lunch on the days they attend all day, but lunch should be at home on Wednesdays, unless they are attending for 30 hours per week. We respectfully ask that lunch boxes do not contain nuts or chocolate. If you believe that your child may be eligible for free school meals then you can indicate this on the registration form we provide when we offer a place.

How we learn in nursery

We know that children learn through play. They are encouraged to join in all the activities, be independent and make choices. We offer a rich and varied curriculum in a safe but inviting environment. We understand that children develop at their own pace, but with encouragement and opportunity they will reach their full potential. The staff are there to guide and teach and they will get to know you and your child well during your time here. Our environment consists of several areas, with each area offering a different variety of learning experiences for our children. Some of the areas are drawing and writing, book corner and listening area, puzzles and fine motor skill activities, building and small world play, number, exploring and role play. We also have high specification interactive whiteboards to enhance and extend the learning opportunities and interests of the children. We have the facilities of the whole school to use and are included in many whole school activities and events. The children in nursery follow the Early Years curriculum and they are encouraged to play indoors and outdoors, no matter what the weather. We try to set aside half a day per week for 'outdoor explorers' and most of our learning activities will take place outside on that day.

Communication between the nursery and you

We collect written observations, children's drawings and photographs of things they have done at nursery and try to keep you informed about events through regular Nursery newsletters and the school's weekly newsletter. We welcome all parents and carers to talk to us if they have any worries or concerns. Every drop off and collection is an opportunity to communicate with staff. We have a formal meeting once a year and a full written report is given at the end of the year. We have introduced a Home/School book to share communication about your child's learning at both school and at home.

Safeguarding

We are fully committed to the safeguarding of each and every pupil in our care and you can find a copy of our Child Protection Policy on our website at <http://www.cranmereprimary.org.uk/key-info/send.html>. The designated Safeguarding Lead (DSL) at Cranmere is the Headteacher, Mrs Kathie Daniels.

We hope you enjoy our Nursery and look forward to meeting you. If you have any further questions please do not hesitate to contact us and we will be happy to assist.