

# TOY BOX Pre-school

Long Sutton C of E VA Primary School,  
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## Prospectus

# **Toy Box Pre-School, Long Sutton**

## **'Learn to Love and Love to Learn'**

Welcome to Toy Box at Long Sutton Primary School; we look forward to working with you and your child.

Toy Box pre-school is a happy, nurturing environment where children learn through a variety of play-based activities. Our curriculum is child-centred and inclusive, giving all children the opportunities they need to flourish. Our mission is to enable each child to be happy, healthy and confident and to have a desire to learn through curiosity and exploration. Play is at the heart of all we do and is a vehicle for learning and developing personal and social skills, language and imagination. We work in close partnership with parents and carers to provide the best possible out-comes for all the children in our care.

Our pre-school is open to children from the ages of two to four years. We work closely with colleagues in the Reception class of Long Sutton Primary School and children enjoy a smooth transition into school when the time comes.

Toy Box is based in a mobile classroom within the school grounds of Long Sutton Primary school. We have our own outside, partially covered play area giving us access to a range of activities in all weathers, such as large toys, sand, water, home corner, mud kitchen, climbing frame and slides etc. We also enjoy using the school's facilities such as: the hall, playing field, garden, heated outdoor swimming pool and library.

### **Our setting aims:**

- Provide high quality care and education for all children
- Work in partnership with parents to help children to learn and develop
- Add to the life and the well-being of the local community
- Offer children and their parents a setting that promotes equality and values diversity

### **Our Staff:**

**Mrs Julie Moseley, Manager** - B.Ed in Primary Teaching

**Mrs Amanda Epps, Assistant**

**Miss Scarlet Rolls, Assistant** Level 3 Child Care

**Mrs Katie Charter, Assistant** Level 3 Child Care

**Mrs Lis Foy, Assistant** B.Ed in Primary Teaching

Staff/Child ratios are governed by law - 1:8 for children ages 3 and 4 and 1:5 for children age 2.

### **Opening hours (Term time only):**

Monday to Friday from 8.45am - 3.15pm

There is also the option to extend the hours using the school's Breakfast club from 7:45am and our After-school club from 3.30 to 5.45pm

### **Partnership with Parents/carers:**

We believe that children thrive in education where there is a strong partnership between parents/carers and the school staff. We work together with parents/carers to ensure that children in our care have the best start to their education. We do this through sharing your child's progress with you and celebrating their achievements. We also want you to feel fully involved in your child's education.

The school has a PTFA made up of volunteers which works to raise money for resources and extra opportunities for the children in Toy Box and school and we are always looking for volunteers for help on the PTFA.

### **We offer you and your child:**

- A rich and engaging curriculum that provides opportunities for all children to explore, play and learn in an age-appropriate way.
- Experienced and passionate staff who are dedicated to promoting your child's learning and development.
- An inclusive environment where every child is prepared for the next step of their learning journey.

### **We will ensure that each child:**

- Feels welcome, secure and safe while away from home
- Has a key worker who will be their lead educator
- Has multiple opportunities to develop their independence and language skills
- Learns and plays in a stimulating, safe and creative environment

### **Children's development and learning:**

Our setting follows the statutory Framework for the Early Year's Foundation Stage (EYFS). The current framework was up-dated in 2023. For more information go to:

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2>

### **The Areas of Development and Learning as set out in the EYFS are:**

#### **The Prime Areas.**

- Personal, social and emotional development.
- Communication and language.
- Physical development

#### **The Specific Areas:**

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design.

Our curriculum has been carefully designed to excite and inspire children to learn more about themselves and the world around them whilst giving them opportunities to follow their own interests. We prepare children for the next steps in their learning through ensuring there is a clear progression of skills and knowledge through the whole of the Foundation Stage.

### **Assessments and progress**

We use the OP&L (Observation of Play and Learning) system of recording your child's progress and attainment, which we will share with you. This involves observing children as they play and learn, to help us make informed decisions about the next steps in their learning journey. There are opportunities for you to talk to Toy Box staff about your child's progress, including parents' evenings in March and December.

### **What does a day in Toy Box pre-school look like?**

Our pre-school opens at **8.45**. Parents and children are met at the gate by a staff member and welcomed into Toy Box. Parents will be asked to sign their child into the daily register and to let us know any arrangements for pick up time, including if someone else is collecting your child.

**Snack time:** children will be provided with a healthy snack in the morning.

**Lunch time:** parents can order a hot school lunch for their children or provide a healthy lunchbox. We do ask for them to have no sweets and no nut-based products due to allergies. Children and toy box staff eat together in Toy Box. Please ensure that your child has a named drinks bottle with water in.

**Learning through play:** during the day children have different learning experiences including: circle-times, many stories and books to share, singing, music and action rhymes, outdoor and messy play, real-life experiences (cooking, gardening), small focus adult-led groups, phonics and arts and crafts. We also use 'in the moment' planning to allow us to follow your child's interests and to support them in their next steps.

We can accommodate any nap times your child may need during the day.

## **Wrap-around care**

Children can also access the school's wrap-around care: breakfast club which runs from 7.45am and the after-school club which is open until 5.45. Your child will be taken to or from these sessions by a member of Toy Box or school staff.

## **What you will need to provide for your child**

- A couple of complete sets of named clothes for your child to change into if needed.
- Wellington boots (named)
- A sun hat and sunscreen during hot weather (please apply sunscreen to your child before bringing them)
- A coat
- Warm clothes during the winter as we will be spending lots of time outside
- A named bottle of water

## **Toileting and Intimate Care**

Parents of children who are not toilet trained will need to provide nappies and wipes. We have a training toilet and potties to help your child develop their independence. Parents are asked to sign an intimate care form to allow us to attend to your child's needs.

## **Transition into School**

In the summer term before children go to the main school, there is a structured transition including play sessions, story time and activities. The teachers from the school come to see the children in Toy Box, getting to know them before they start school.

If a child is moving to a different school, we will encourage them to attend settling sessions at their new setting, prepare them for this move and meet with/talk to the new setting to ensure a smooth transition.

## **Starting Toy Box**

We will work with you to help your child settle and feel comfortable at Toy Box. This could be stay and play sessions for parents and their child or a staggered start. The first days can be very daunting for a young child, especially if they have not left their parents before. Every child is different; some settle

without any problems, breeze in and confidently play with other children. Other children can take a long time to settle and may need a comforter, special toy or blanket from home. We will always contact you if your child is unhappy or unwell.

### **Valuables**

We would prefer that no valuables or precious items are brought into Toy Box in case they get lost or are broken.

### **Sickness**

Children who are not well (if they have a temperature of 38 c or above, a bad cold or cough, sickness or diarrhoea etc) should not be brought into Toy Box It is best for them to be at home to recover; this will also avoid them passing on their illness to other children and staff. If your child is suffering from vomiting and or diarrhoea, please **do not** bring them to pre-school until **48 hours after** the last episode. Please inform us as soon as possible if your child has something contagious such as chickenpox. It is important to advise all female staff and parents of this condition.

### **Policies**

Policies are reviewed and signed annually by the School Governing body. Policies are available on the school website or please ask a member of staff for a copy.

### **Special Educational Needs**

Toy Box pre-school makes provision for all children, including those with additional needs. We work closely with different agencies to ensure that children with additional needs have the support they need to flourish in our setting. We have a separate document providing details of the care your child can expect at Toy Box. The Special Educational Needs Code of Practice 2014 has been published. Go to:- [www.education.gov.uk](http://www.education.gov.uk)

Our Special Educational and Disabilities needs co-ordinator is Julie Moseley.

**Fees (also see our fees policy):**

Our fees are payable termly. Invoices will be issued at the beginning of a term, payment arrangements can be made with the school office. Please ask for details.

Our setting is registered to take children who are in receipt of Two-year funding, please ask for details, information can be found in the cloakroom.

We are in receipt of Early Years Entitlement. Three and four year old children who are entitled will be able to access 570 hours during the year over 38 weeks. Please ask for details or see the information in the cloakroom.

To register for Early Years Entitlement a copy of your child's birth certificate or other relevant documents must be submitted to Toy Box, who will then register your child with Somerset County Council.

Currently our fees are **£5.50 per hour for 2yr and £5.00 for 3/4yr children** not in receipt of Educational Funding. Early Years Entitlement is available for your child from the term after their 3<sup>rd</sup> birthday. The funding periods are:-

1 <sup>st</sup> September - 31 December	Autumn
1 <sup>st</sup> January - 31 <sup>st</sup> March	Spring
1 <sup>st</sup> April - 31 <sup>st</sup> August	Summer

The maximum number of hours that may be claimed in each week is 15 hours, any hours attended above will be charged at the current rate unless parents are eligible for the 30 hours funding. Click here for more information:

<https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>



Should you wish to access the breakfast or after school club please see the fees' structure available on the school website  
[www.longsuttonprimaryschool.co.uk](http://www.longsuttonprimaryschool.co.uk)