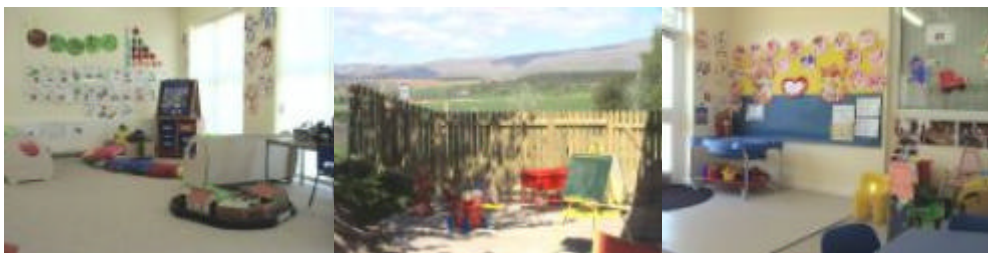


# Prospectus

A Parent's guide to

# KIRKBY THORE

Pre-School



Kirkby Thore Pre-School, Kirkby Thore, Penrith, Cumbria.

CA10 1UU

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Kirkby Thore School

## Welcome

Welcome to Kirkby Thore Pre-School. We are based at Kirkby Thore School which is situated on the outskirts of the village in the rural Eden Valley. Beautiful views of Cross Fell create a magnificent back drop. Kirkby Thore is a small village approximately 10 miles east of Penrith and 6 miles west of Appleby. It is easily accessible by the A66.

The Pre-School started around 20 years ago and is registered for 18 children aged between 2years 9 months - 4 years. We are open during school term.

Kirkby Thore Pre-School is governed by a management committee of parents.

We look forward to welcoming your child and hope that we will be partners in your child's future care and education.



Main entrance into Pre-School & Children' s Centre  
(The door works on a internally placed release button system)

Kirkby Thore Pre-School is based within the children's centre which is joined onto the school. We find that a great advantage of holding the pre-school adjacent to the school is that it helps with the transition from pre-school to primary school. During their time in the pre-school the children get familiar with the building and the school staff whom they see regularly. It has its own entrance which is locked at all times and access can only be gained by ringing a bell and a member of staff releasing the door.



Entrance into Pre-School room

**PLEASE DO NOT ASK TO TAKE ANOTHER CHILD HOME  
WITH YOU AS THIS WILL NOT BE PERMITTED UNLESS  
PROIR CONSENT HAS BEEN GIVEN**

The Pre-School classroom also has direct access into a secure outside play area. We intend at all times to combine the outdoor and indoor play areas so that the children can have the best possible experiences throughout their day.

### **Our Aims**

Our Pre-School aims to provide a stimulating, exciting environment where your child can develop confidence and self-esteem while participating in a wide range of experiences and activities. We plan activities that will interest and inspire them and encourage a strong learning disposition that will be beneficial as they grow and move on to school. Play is the natural way a child learns and the opportunity for play with other children provides experiences which are essential to their later understanding of the more formal work in school. We provide high quality care and pre-school education by carefully balancing adult led and child initiated activities. We aim at all times to have a warm, caring atmosphere which is very much a child's space. We create this by providing furnishings that invite the children to become independent learners.

Our displays are always the children's works which have been produced from their own ideas. The children are encouraged to display their work, this helps them to realise that we value everything that they do.

Sometimes your child may have a piece of 'work' to take home. If not, please don't think they have been wasting time, often the most productive of days have no visible result!

## Settling into Pre- School



Individually named pegs for the children to hang their coats and bags (the children also have a drawer with their name on)

Starting pre- school is quite a milestone. A strange building, meeting unknown children and adults, and parting from their parents. For some children this can be rather overwhelming at first and tears are not uncommon.

We are flexible and want all their time in pre- school to be happy. The first few days can be stressful for both the child and yourself. If you would like to stay you are welcome, but if you feel that your child will settle better without your presence that is fine.

If you have any worries or concerns please do not hesitate to contact the Pre-School leader Janet Skelton on 017683 62822. (Pre-School Direct Line)



## Session Times

|           |           |
|-----------|-----------|
| Monday    | 9 - 11.30 |
| Tuesday   | 9 - 11.30 |
| Wednesday | 9 - 11.30 |
| Thursday  | 9 - 11.30 |
| Friday    | 9 - 11.30 |

The cost for each session is £5.50, this is payable in advance either daily or weekly.

## Grant Sessions

From the term after their 3<sup>rd</sup> birthday, all children are entitled to 33 weeks a year of funded Pre-School education. This is divided between 3 school terms and is for up to five two and a half hour sessions per week.

## Lunch Club



We also offer a lunch club session which runs Monday - Friday between 11.30 - 1pm. Children are required to bring their own lunch box or snack for this sessions. Places for these sessions are to be pre-booked through the Pre-School Leader.

The cost for each session is £3.00, this is payable in advance. The lunch club sessions require payment whether your child is in attendance or not.

Failure to pay for any sessions whether it be morning or lunch club sessions may result in child's place being withdrawn. We realise that sometimes it may seem unfair to have to pay for sessions when your child was not in attendance but staff and bills still need to be paid. We are a non profit making establishment and are totally reliant on fees to keep us going.

## Staff

We have two full time members of staff;

Mrs Janet Skelton is the Pre-School Leader. She is qualified at N.V.Q. Level 3 in childcare.

Miss Holly Wills is the Pre-School Assistant. She is a qualified N.N.E.B.

We have students who do work placements from the Heritage Centre and from time to time we have the assistance of a support worker.

We are required to have a ratio of 1 adult to 8 children. There will always be a minimum of 2 members of staff in the Pre-School at any one time. We are proud of our high adult to child ratios.

Members of staff are qualified in First Aid and Child Protection. They are required to complete 4 days of Foundation Stage training each year. In addition to this the Pre-School Leader is also the Pre-School designated Special Educational Needs Coordinator and is required to attend 6 hours of relevant training per year.

There is an open access policy for parents whose children attend Pre-School. We hope you will feel able to discuss your child's progress at any time and appointments can always be made with the Pre-School Leader when necessary.

Staff will observe your children regularly to help inform planning. The results of these observations along with photographs will be added to your child's personal development records. These records are kept confidential and are available to you to look at should you choose to. We welcome and encourage your own observations and comments. You are the person who knows your child best and we aim to work in partnership with you.

### **Members of the Management Committee**

|                  |   |                      |
|------------------|---|----------------------|
| Chairperson      | - | Mrs Suzanne Hudson   |
| Vice Chairperson | - | Mrs Alison Bousfield |
| Secretary        | - | Mrs Michelle Rimmer  |
| Treasurer        | - | Ms Sharon Everton    |
| Fundraiser       | - | Mrs Lynne Robinson   |

All members of the Management Committee can be contacted through the Pre-School should the need arise.

## **The Pre-School Curriculum**

### **'Birth to 3 Matters'**

We follow the 'Birth to 3 Matters' framework when your child first starts Pre-School at age 3. The framework includes the following areas:

- A Strong Child
- A Healthy Child
- A Skilful Communicator
- A Competent Learner

Activities are planned to help children progress in their development and regular observation will help staff to get to know your child really well and follow their interests. Your child's progress records will start with 'Birth to 3' before progressing onto the 'Foundation Stage'.

### **'The Foundation Stage'**

The Foundation Stage starts the term after your child turns 3 and continues right until the end of their Reception year at school when they will be 5. Your child is entitled to five 2 ½ hour funded sessions per week. Your child will come to us having had a wide range experiences, skills and interests, you are your child's

first and foremost educator and we value any information that you can share with us regarding your child's welfare, interests and development.

The curriculum for their Foundation Stage is designed to take each child's learning forward and to provide opportunities for all children to succeed in an atmosphere of care, fun and feeling valued. We aim to achieve this in everyday play and learning situations as well as following the children's interests which will enable us to provide well planned activities and opportunities. We are required to plan activities and experiences around 6 Early Learning Goals, these Goals are:

- ✓ Personal, Social and Emotional Development
- ✓ Communication, Language and Literacy
- ✓ Mathematical Development
- ✓ Knowledge and Understanding of the World
- ✓ Creative Development
- ✓ Physical Development

#### Personal, Social and Emotional Development

To provide a safe, secure and happy environment in which children can become confident and independent, accept rules, make friends, learn to respect others in their beliefs and cultures and prepare them for the next step of their education.

### Communication, Language and Literacy

To give the children the opportunity to extend their speaking, listening, reading and writing skills through a variety of planned activities.

### Mathematical Development

To give the children the opportunity to take part in activities that develops skills in maths by matching, sorting, making patterns, ordering, investigating and exploring shape. Begin to understand mathematical language and practical problems.

### Knowledge and Understanding of the World

To give the children the opportunity to learn about their families and the natural and man-made world around them. They will observe, analyse, experiment, predict and discuss.

### Creative Development

To give the children the opportunity to express their ideas and feelings through music, dance, singing, painting, drawing, collage, crafts and role-play.

### Physical Development

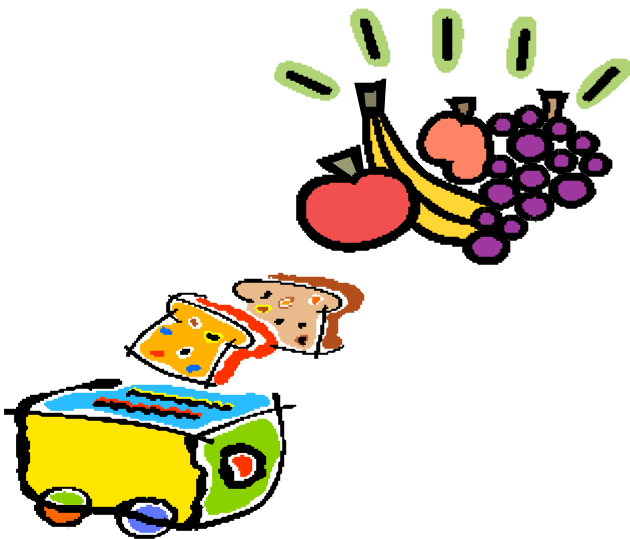
To give the children access to planned activities that extend fine and gross motor skills in both an indoor and outdoor play area.

Our daily activities also include Snack Time and Circle Time. Both of these activities encourage the children to come together as whole group.

## Snack Time



Each child is given the choice of milk or orange to drink. We alternate snacks between fruit, vegetables, toast and crackers. The children take turns in serving.



## Circle Time

At circle time we encourage the children to show and talk about what they have made or done during the session. We try to encourage the children to listen and value what the other children are saying and ask questions about what is being shown.

## Clothing

Sweatshirts and t-shirts can be ordered through the Pre-School, although they are not compulsory we recommend them. If you choose not to purchase any of the items we would ask you not to send your child in their best clothes, as they will be working with paint and glue, sand and water.



Although children do wear aprons for messy activities it is inevitable that clothes sometimes get dirty.

All paint and glue is washable (soak in cold water first) and should wash out of clothes easily.

## **Physical Education**

Children will take part in Physical Education during the week; they need T- shirt, plimsolls and shorts in a bag that has their name on.



## **Parental Contributions**

Parents come into the pre-school and are encouraged to contribute to sessions in areas where they have a keen interest or a personal talent.

## **Policies**

As an ofsted registered Pre-School we have in place all necessary policies and procedures needed for your child's safety and well-being. Copies of these policies are in the Pre-School and can be seen on request.