

Fosse Bank School

Pre-school Information

Pre-school Name: Fosse Bank School

Address: Mountains, Noble Tree Road, Hildenborough, Kent TN11 8ND

Telephone: 01732 834212 **Email:** office@fossebankschool.co.uk

Mission Statement

Fosse Bank is a caring, happy, small school where all pupils are treated as individuals inspired with confidence to reach their full potential. In a stimulating learning environment, pupils are encouraged to be true to themselves, showing honesty, respect and trust within a family community.

Board of Governors

The school is a charitable, non-profit-making Trust under the supervision of a Board of Governors. The Board is made up of several sub-committees which include Education, Finance and Legal, Marketing, Fund-Raising, and Premises and Grounds. The Governors meet regularly and at least once every half term.

Our Pre-school aims to:

- provide high quality care and education for children primarily below statutory school age.
- work in partnership with parents to help children to learn and develop.
- add to the life and well-being of the local community.
- offer children and their parents a service that promotes equality and values diversity.

We aim to ensure that each child:

- is in a safe and stimulating environment.
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer parent-helpers.
- has the chance to join with other children and adults to live, play, work and learn together.
- is helped to take forward their learning and development by being helped to build on what they already know and can do.
- has appropriate space in which to learn and play, following the National Standards for pupil ratios.

Parents

Within our Pre-school, all parents are regarded as members who have full participatory rights.

These include a right to be:

- valued and respected
- kept informed
- consulted
- involved
- included at all levels

Children's development and learning

The provision for children's development and learning is guided by the Early Years Foundation Stage Profile, issued by the Department for Children, Schools and Families.

Working together for your child

In our Pre-school we maintain the ratio of adults to children that is set through the National Standards for Day Care. We also have volunteer parent-helpers where possible to complement these ratios. This helps us to:

- give time and attention to each child.
- work in small groups and one-to-one as appropriate.
- talk with the children about their interests and activities.
- help children to experience and benefit from the activities we provide.
- allow the children to explore and be adventurous in safety.

Staffing

The staff who work in Pre-School are:

Name	Job Title	Days in school
Ms Nicola Cosby	Pre-school Manager	Monday to Friday - all day
Miss Bernadette Harvey	Nursery Practitioner	Monday - all day Tuesday - all day Thursday - all day
Mrs Nicola Ward	Nursery Practitioner	Tuesday afternoon Wednesday - all day Friday - all day

The staff work with the whole group, small groups or one-to-one as is appropriate for activities on offer each session.

All staff attend regular training and meetings, and participate in the school Appraisal process.

How parents take part in the Pre-school

Fosse Bank recognises parents as the first and most important educators of their children. All of the staff see themselves as partners with you in providing care and education for your child.

Dates and times

Our opening hours are the same as those of Fosse Bank School and term dates are given to all parents at the start of each term.

We are open for 5 days each week, which is made up of ten sessions. All Pre-school children are obliged to attend a minimum of two sessions.

The times we are open are: 8.50am - 3.30pm

Morning session: 8.50am - 12.40pm (including lunch)

Afternoon session: 12.00noon - 3.30pm (including lunch)

We provide care and education for young children between the ages of two years nine months and until they move into our Reception class.

The Pre-school's timetable and routines

Our Pre-school believes that care and education are equally important in the experience which we offer children. The routines and activities that make up the session / day in the Pre-school are provided in ways that:

- help each child to feel that they are a valued member of the Pre-school.
- ensure the safety of each child.
- help children to gain from the social experience of being part of a group.
- provide children with opportunities to learn and help them to value learning.

The Fosse Bank Pre-school day

The Pre-school organises the day so that children can take part in a variety of child-chosen and adult-led activities. These take account of children's changing energy levels throughout the day. The Pre-school caters for children's individual needs for rest and quiet activities during the day. Please see our Order of the Day at the end of this booklet.

Outdoor activities contribute to children's health, their physical development and their knowledge of the world around them. We are very lucky to have such a wonderful outdoor space to utilise and we go outside in both good and bad weather.

Snacks and meals

Children are expected to bring their own breaktime snacks comprising only fruit and water. Fosse Bank plans the menus for a daily lunch so that they provide the children with healthy and nutritious food. Special meals are available on request. These are social times during which children eat together.

Policies

Copies of the school's policies are available from the School Office. These policies help us to ensure that the service provided by the Pre-school is a high quality one and that being a member of the Pre-school is an enjoyable and beneficial experience for each child and their parents. The staff and parents of the Pre-school work together to adopt the policies.

Special needs

As part of the Pre-school's policy to make sure that its provision meets the needs of each individual child, we take account of any special needs a child may have.

The Pre-school works to the requirements of the 1993 Education Act and The Special Educational Needs Code of Practice (2000).

Time		Activity		
		Morning Session		
8.30am		Self registration Settling-in activities Activities covering all areas of learning (child-initiated)		
Monday	Tuesday	Wednesday	Thursday	Friday
9.00am	9.00am	9.15am	9.45am	9.00am
Swimming	Gym	French	French	Gym
10.00am		Tidy Up time		
10.05am - 10.15am		Toilets and wash hands	Snack time	
10.20am		Play Time (outside)		
10.50am		Rug time Circle Time Activities	Routine activities <ul style="list-style-type: none"> • See who is at school today • Count the children • Calendar • Letter sound • Show and Tell • Sharing Journals 	
Introduce activities				
11.05am - 11.40am		Activities covering all areas of the EYFS (child-initiated)		
11.45am		Story / Songs / Review morning activities		
11.50am		Toilets and wash hands		
12.00 - 12.30pm		Lunch Time		

Time		Activity		
		Afternoon Session		
12.00 - 12.30pm		Lunch Time		
12.30pm - 12.45pm		Registration		
12.45pm - 1.15pm		Activities covering all areas of learning (child-initiated)		
1.15pm - 1.45pm		Play Time (outside)		
1.45pm		Self registration for afternoon children		
1.50pm – 2.15pm		Rug time Circle Time Activities	Routine activities <ul style="list-style-type: none"> • See who is at school today • Count the children • Calendar 	
Introduce activities				
2.15pm - 3.00pm		Activities covering all areas of the EYFS (child-initiated)		
Monday	Tuesday	Wednesday	Thursday	Friday
Movement	Free flow with Reception class	Music	Free flow with Reception class	ICT
3.00pm		Tidy-up time, Milk and fruit		
3.05pm - 3.20pm		Story time	Singing	
3.20pm		Pre-school get ready for home and review the day		
3.30pm		Home Time		