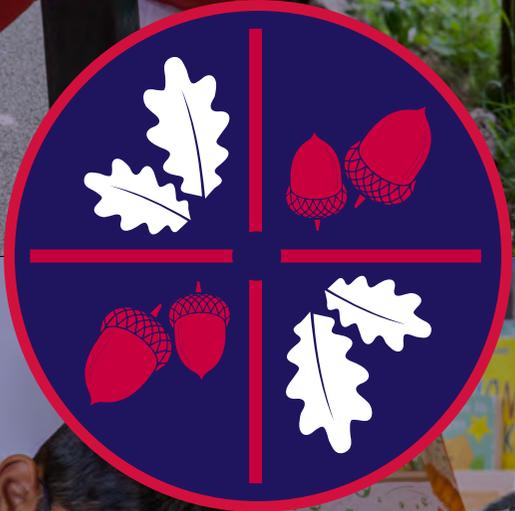


Seal CE Primary School



NURSERY INFORMATION



Seal
Church of England
Primary School

Inspire

Welcome.

to Seal Primary School Nursery

Seal Primary Nursery is a sessional nursery for children aged 2 – 4 years old. We offer our nursery pupils a qualified teacher who leads and oversees the nursery; teaching pupils the knowledge and skills necessary for their Early Years Development.

Our nursery teacher is supported by a fantastic team of nursery assistants who work to ensure our children feel safe and secure, whilst they embark upon their learning journey. We are very proud of our provision and all the fantastic opportunities our children have for their learning and development.

Our learning is centred around play, thanks to a balanced plan of resources and activities based on the children's interests. We build with blocks, mess with dough, sort shapes and sing rhymes and, to an external observer, we might just be playing, but the truth is that we are working very hard to set the foundations for our later learning journey.

Our Nursery School – Caterpillars Class – is part of our Early Years department within Seal Primary School. The

children get to enjoy and share the fantastic grounds, including a shared outside area with our reception pupils, our well-resourced Forest School sites, our Farm, in which nursery pupils benefit from Farm Education, and the school's Physical Education resources. The Early Years team work very closely together to ensure many shared experiences take place across the whole team. This ensures that nursery pupils also benefit from the Inspire Curriculum, a unique and innovative curriculum offered to all pupils within the school.

The Nursery provides a caring, secure and enabling environment where every child's contribution is valued and supported. Through a practical, play based set up, all children develop and broaden their understanding of the world. We care deeply for every child and always set the highest expectations for each and every one of them. All our children have a designated key worker who establishes a close link with the child and their family in order to make the settling in process smooth and the ongoing learning journey personalised to each individual. The Class Teacher tracks each child's learning and progress, alongside their Key Worker to ensure all children reach their full potential.



Ana Garcia
Class Teacher with QTS



Amelia Gadd
Nursery Assistant Manager
NVQ Level 3



Georgette Kemp
Nursery Assistant
NVQ Level 3



Claire Lucas
Nursery Assistant
NVQ Level 3



Trish Rock
Nursery Assistant
NVQ Level 3





Inspired Play

The majority of our curriculum is delivered through our 'Inspired Play' sessions. These are child led, play sessions, where the children have free flow access to both our indoor and outdoor provision.

Our skilled adults interact with the children, through their play, and scaffold their learning, personalised to each child and their interests.

TEACHER DIRECTED LEARNING



Phonics

We also deliver teacher directed learning at an age-appropriate level. This will be through short phonics sessions, where the children are exposed to rhyme and sounds, in a fun and interactive way. This builds the early foundations for when they begin in Year R and follows our Read Write Inc scheme, which is run across Early Years and Key Stage 1 in the main school.



Maths

They will also have short maths sessions which are centred around building early number knowledge. This again is delivered through a practical, interactive approach and exposes the children to manipulatives which they will use as they move into Year R.



Experience

In line with the main school, we also have learning experiences within our Nursery. These teach the children things, such as: how to care for plants, how to use good oral health, people who help us and many more. The children really enjoy these sessions and these link into our Inspired Play sessions, where there will be some activities set up based around this learning.



Communication

We use the online journal called Tapestry. This is a fantastic tool for us to share your child's learning within the Nursery. It also has the provision for parents/carers to upload their own pictures and observations from home. This is a great opportunity for us to see the whole child, and what is important/relevant to them in their lives.

We look forward to welcoming you to our school and hope to join your child as they begin their Early Years learning journey.

Nursery Sessions

If you are eligible, we can offer all children (3-4 yrs old) the universal 15 hours in nursery and also the extended 15 hours – a total of 30 hours. We also offer the free education and childcare for 2 year olds. We can take up to twenty-four children in each nursery session, with a maximum of eight 2 year olds.

- The morning sessions run from **8:45am to 11:45am**
- The afternoon sessions run from **12:15pm to 3:15pm**
- Full day sessions run from **8:45am to 3:15pm**

Lunch is an additional buy in session, costing £3.00, from 11:45am to 12:15pm and children staying for lunch provide their own packed lunch each day. There is also the option to purchase a hot school lunch through our external caterers, CH&Co.

ADMISSION POLICY

Our aim is to offer our families flexible childcare provision in line with current government guidelines.





ADMISSIONS

A child can be admitted into the nursery following their second birthday.

We will accept admissions to Nursery throughout the academic year. However, admissions will be opened for September initially and then if there is space beyond that we will open admissions for January and April. Once your child turns two, if there is a vacancy in the nursery they may start immediately. In the event that sessions are full, we will operate a waiting list and places will be offered in accordance with our federation admissions policy.

All sessions will be allocated subject to availability and admissions forms, which must be completed prior to admission, including the Parental Declaration form.

For children accessing the 'Free for Two Scheme' or the 30 hours free government funding, parents and carers will receive acceptance of their place the half term prior to the funding starting and the sessions beginning.

FREE FOR TWO SCHEME

Free Education for two year olds is known as the Free for Two Scheme (FF2). This is not a universal offer and is eligibility based on whether the family is in receipt of specific benefits or credits.

- <https://www.kent.gov.uk/education-and-children/childcare-and-pre-school/free-childcare#tab-1>

FF2 funding starts from the beginning of the term following the child's second birthday up to a maximum of 570 hours per year.

15 HOURS FREE CHILDCARE

15 hours universal free entitlement is free early education for three and four year olds with effect from the beginning of the term following the child's third birthday up to a maximum of 570 hours per year.

15 hours consists of 5 x 3 hour sessions, which are available as morning or afternoon sessions. Parents are able to distribute these sessions across the week in a pattern that supports their family need dependent on session availability.

Nursery Sessions Continued

30 HOURS FREE CHILDCARE

30 hour free entitlement is an additional 15 hours on top of the universal offer for working parents who meet the income requirements of the offer:

- <https://www.gov.uk/30-hours-free-childcare>

To find out if you are eligible for extended 15 hours of funding please go to:

- <https://www.childcarechoices.gov.uk/>
- <https://www.kent.gov.uk/education-and-children/childcare-and-pre-school>

We offer 30 hours free early education to the children of families who are eligible from the term after their third birthday up to a maximum of 1140 hours per year.

- Eligibility must be sought by the parents. Parents must apply for the extended entitlement through the digital childcare service and will be issued with an 11 digit eligibility code. We can only offer 30 hours free provision if an eligibility code has been issued to the parent prior to the academic term in which the free provision is to start.
- Parents must provide Seal Primary Nursery with permission to validate eligibility. Kent County Council will validate the 11 digit eligibility code to allow us to offer places to eligible children.
- Eligibility codes will be audited at six fixed points during the year. Parents must renew eligibility when prompted by HMRC and we will be notified by HMRC if a child is no longer eligible for the 30 hours additional free provision.

- If a child is no longer eligible to receive funding for 30 hours, the family will enter a grace period. Kent County Council will contact Seal Primary Nursery to notify us of which parents have fallen out of eligibility and inform us of the grace period end date. KCC will continue to fund a place for a child until the grace period end date.
- Children who are no longer eligible will continue to receive the universal free entitlement of 15 hours free early education each week. Families will be given the option to drop the additional sessions or continue with them and pay the necessary fees.
- We are unable to reserve sessions once they have been dropped.

The government provides funding for 38 weeks per year. We will endeavour to ensure that each child receives their full entitlement. If during the term a child falls short of their entitlement, we will offer that child make up sessions, subject to availability.

If a child's pattern of attendance means that they will receive more provision than is funded, parents will be given the option to purchase the additional session(s) or withdraw their child from Seal Primary Nursery for those session(s) to incur no further cost to themselves. This will not affect a child's allocated sessions. We will notify parents at the beginning of each term if their child will exceed or fall short of their entitlement for that term.



Additional Hours

Seal Primary Nursery offer the opportunity to pay for additional hours over and above the government funded offers.

- Any additional hours over a child's free entitlement will be charged at £16 per 3 hour session.
- Any child in receipt of the universal 15 or 30 hour free early education and staying all day will incur the £3.00 lunch charge; parents can choose to collect their child for the duration of the lunch club to avoid a charge.
- Parents will receive a contract and will be invoiced for additional Nursery sessions with half a terms notice.
- Payment for additional sessions must be made termly in advance and may be made by online payment into the school account or by using childcare vouchers.
- Payment must be completed in full prior to the term starting.
- Any debt needs to be cleared before the start of the new term.
- We offer payment plans to support in paying fees but again this must be completed before the beginning of the term. This will be decided with our finance team.
- All sessions will need to be paid for to cover costs even if your child does not attend due to illness or any other reason.
- One term's notice is required if parents wish to change or withdraw provision.
- If parents no longer wish to access additional childcare Seal Primary Nursery cannot guarantee that additional sessions will be available at a later date should parents wish to resume them.

SEE TABLE BELOW FOR SESSION TIMES AND PRICES

	Drop off time	Collection time
Morning session – 3 hours – Free Early Education (£16.00 charge if additional to the 15 hours free early education entitlement)	8.45am	11.45am
Lunchtime Club – ½ hour – fees apply £3.00 charge – lunch is not included Parent/ Carer to provide a packed lunch or purchase a hot school dinner for an additional charge)	11.45am	12.15pm
Afternoon session - 3 hours - Free Early Education (£16.00 charge if additional to the 15 hours free early education entitlement)	12.15pm	3.15pm

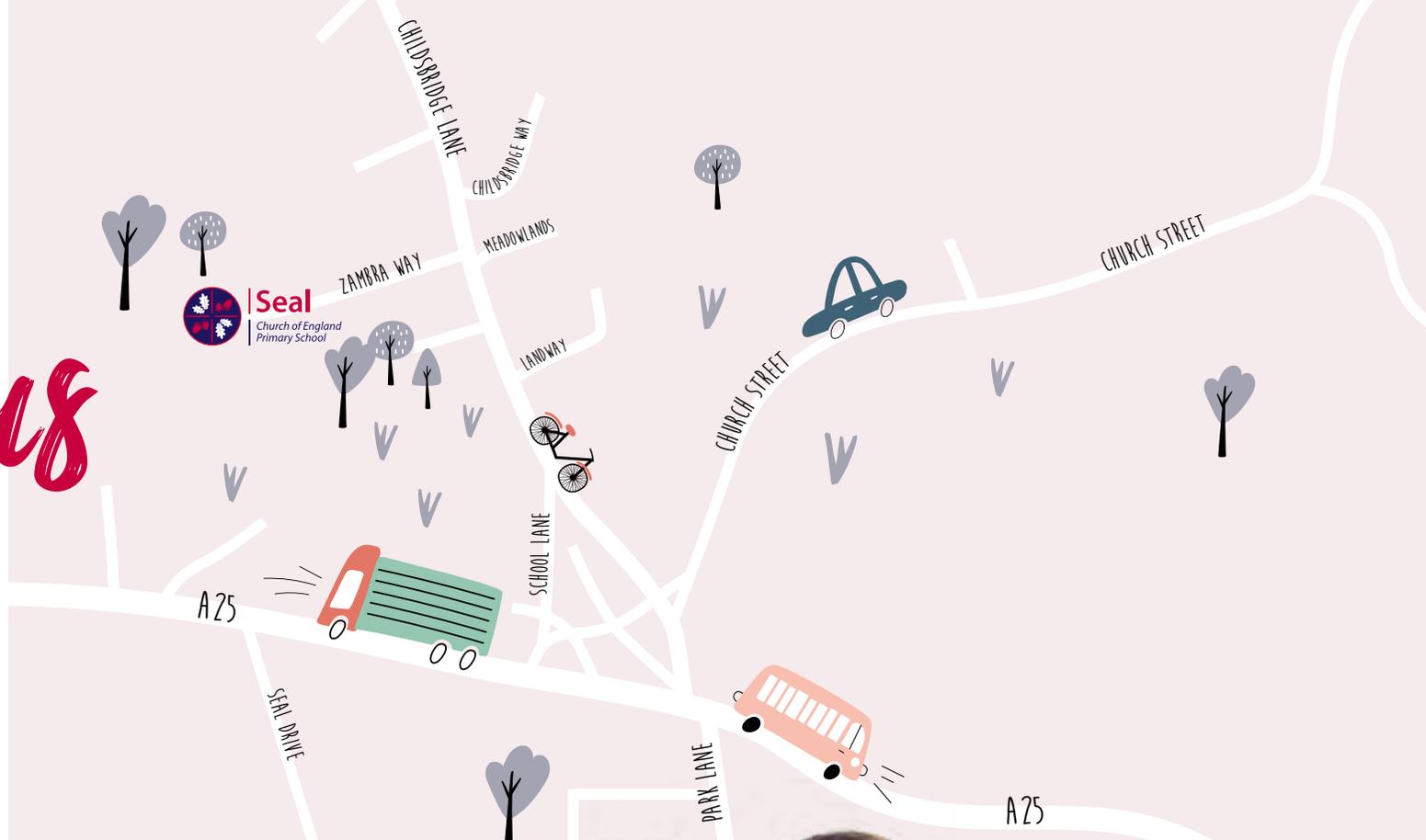
If you are experiencing financial hardship please speak in confidence to the Senior Leadership Team so that alternative payment arrangements can be made.

If without negotiation, fees are not settled, we are left with no alternative but to withdraw your child's fee paying place to avoid further debt and if necessary take legal action to recover the amount owed. Your child's free early education entitlement (universal / extended offer) will continue.

Children in receipt of Free Early Education will be unable to access any additional fee-paying hours until outstanding fees are settled.



How to find us



Seal

Church of England
Primary School

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🌐 www.sealprimary.com

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