



Prospectus

St John's Church Centre
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Proudly partnered with
Early Years Alliance

Welcome to St John's Pre-School

A warm welcome to St John's Pre-School, where children are at the very centre of all we do. Whether you are bringing your child for the first time to our Pre-School or you are considering which Pre-School your child will attend, we would love to share, through the pages of this prospectus, who we are and what we do.

We have been serving our local community for more than 40 years. We provide Pre-School Education for children aged 2 years up to school age, meeting every weekday morning 9am - 12pm, as well as Tuesday and Friday afternoons 12 - 3pm during term time. The pre-school meets at St John's Church Centre in Wimborne.

We recognise that leaving your child in the care of others is a big step and one that you and your child need to feel completely comfortable with. If you haven't already seen what an exceptional pre-school we have at St John's Church Centre and met my caring and highly skilled team, please call us on 07551636231 to arrange an appointment to look around and see first-hand the great work we do with children. We would love to explain how our carefully planned programmes and wide range of equipment can help to make an important contribution to your child's development, preparing them fully for all that school will offer.

Each child is unique, with their own personality, needs and strengths. Within our safe, caring and stimulating environment your child will be encouraged to reach their full potential as we follow their special interests and provide stimulating activities to fully challenge and inspire their learning across the seven areas of learning and development as outlined in the *Statutory Framework for the Early Years Foundation Stage*.

We recognise that starting Pre-School is not only a big event for children but for parents too. During the time your child is with us, we want to work in close partnership with you, knowing the benefits that this can bring to your child and the family.

We hope that your child's time here at St. John's Pre-School will be very special, giving them the best possible start in their life long journey of discovery.

Sarah Baseley
Manager of St John's Pre-School

Management of St John's Pre-School

St John's Pre-School is committee led. We are governed by St John's Parochial Church Council (PCC). The day to day management of Pre-School is undertaken by the Manager of Pre-School (Sarah Baseley), with the support of committee members and the pre-School Treasurer (Hilary Paton). Sarah is also our Ofsted Nominated Person. The Pre-School is registered with Ofsted (URN EY362707) and the Early Years Alliance.

I am delighted that St. John's Pre-School aims to provide an inclusive and child-centered setting with a safe, caring and stimulating environment in which children can play and discover the world around them. This is done within a Christian environment and ethos that respects the diversity of cultures, races, religions and children of all abilities. St John's Pre-School is very much part of the St John's Church family and I hope you will experience, during your child's time at Pre-School, God's great love for you. I look forward to getting to know you.

Rev. Peter Breckwoldt
Vicar of St John's Church

Links with St John's First School

We work in close partnership with St John's First School. This enables us to share resources, skills and information about the children in our care and thereby provide a smooth transition from Pre-School to School. Regular meetings are held between the Reception Class teacher and the Pre-School staff, to plan the use of the outside environment and the way we can enhance the children's learning through different activities.

Our Aim

Our primary aim is to ensure the happiness, well-being and development of your child whilst in our care. We have created an environment where each child's individual physical, emotional and mental needs are recognised and respected and where he or she can feel safe, loved and encouraged to develop to their full potential.

As we believe that children in the early years learn best through play, we plan activities that are both educational and enjoyable. We closely follow the national curriculum, and aim to give children entrusted to us a clear advantage by the time they start school.

By skilfully mixing education and enjoyment into each activity we can lay a firm foundation for a life-long love of learning.

Also important to us are the relationships that we develop with parents and guardians. It's not easy to leave a child in pre-school and we aim to ensure that you share in their triumphs, successes and milestones whilst in our care. We appreciate the support that we receive from parents and are happy to put the knowledge and experience of our professionally trained staff at your disposal as your child goes through their natural stages of development.

As a Christian run Pre-School, we want to provide the very best care in a stimulating environment through an atmosphere of Christian love, valuing each child. We celebrate Harvest, Christmas and Easter, and enjoy visits from Peter, our Vicar, and sessions with Kevin, our Children's and Families Co-ordinator. We will tell Bible stories from time to time and give thanks to God for our food, drink and time together with our friends. This strengthens the partnership with St John's Church, St John's Church of England First School and the wider community.

In this prospectus we will explain in more detail how we apply our "learning through play" philosophy. We hope that we will answer all your questions, but if not please ask us.

What do children do at St John's?

Every child has his or her unique combination of interests and talents, most of which are yet to be discovered. Our focus is on helping each child to discover their personal talents, whilst also ensuring their development in the following key areas:

- Personal, social and emotional development
- Communication and language
- Physical development
- Maths
- Literacy
- Understanding the world
- Expressive art and design

Activities are carefully planned to address the specific developmental needs and interests of children at each stage of their developmental journey. Each child has a special member of staff assigned to them known as a key person. Through a strong key person approach each child is known well as the key person observes and plans for their key child's next steps in partnership with you.

During all activities, children are encouraged to care for and respect each other and to become increasingly self-reliant as they learn to dress themselves and carry out other self-care tasks with confidence. We aim to ensure that both boys and girls grow up confident and caring.

'Children benefit from meaningful learning experiences that are planned according to their interests. This is evident as staff fully engage children in developing their imaginations during role play. Children are animated and expressive when using props as they act as hairdressers and customers in the salon. They develop an understanding of mathematics as they use pretend money to pay for the service.' Ofsted January 2020

'Staff provide children with excellent opportunities to develop a wide range of physical skills through challenging outdoor activities. Older children practice using their small muscles. They use scissors to chop herbs that they have grown and then use them to make potions. Younger children demonstrate high levels of physical coordination as they skillfully ride tricycles and negotiate space safely.' Ofsted January 2020

A Typical Day at St John's Pre-School

Time	Activity
9.00am	Children arrive and settle
9.20am	Morning welcome time
9.30am	Activities inside and outside /special focus time/adult-led activity
10.00am	Snack Café
10.30am	Activities indoors and outdoors
11.40 am	Group time with stories and songs
12.00pm	Lunch club or going home time
12.30pm	Children's choice play
1.05pm	Afternoon welcome time
1.15pm	Outdoor play
1.45pm	Children's choice / Adult-led activity
2.15pm	Snack & Chat
2.30pm	Final play
2.40pm	Stories and songs
3pm	Hometime

Our Staff

Our Manager of Pre-School, Sarah, has been qualified in early years child care for many years and has continued to develop her knowledge and skills undertaking a wide range of additional training. Sarah is also the Designated Safeguarding Officer for the pre-school and Deputy SENco.

Sarah is supported by her Lead Practitioners Andrea Long and Hannah Hardyman. Andrea is the Deputy Safeguarding Officer for the Pre-School and also oversees Health and Safety, healthy eating, first aid and the

library at pre-school. All our other staff have been carefully selected for their enthusiasm, commitment to providing high quality childcare, technical knowledge, maturity and breadth of experience. All childcare staff hold relevant qualifications and have undergone safeguarding and paediatric first aid training.

'The manager and staff take pride in the pre-school. They take effective steps to ensure children play in an extremely clean and well-maintained environment. Staff implement robust hygiene practice to help prevent the spread of infection. During group sessions, staff teach children to follow excellent personal hygiene routines.' Ofsted January 2020

'The manager is focused on improving the quality of the service she provides. She is a strong leader and supervises her staff well through regular one-to-one meetings and team meetings. Staff share the manager's commitment and they work together as a team to provide high-quality care and education for all. They find the manager approachable and supportive, and they speak positively about the working environment.' Ofsted January 2020

Admissions

We welcome children from the age of two years until they start school. All three year olds are entitled to up to 15/30 hours of free educational entitlement per week during term time starting from the first term following their third birthday. An increasing number of two year olds are also able to claim up to 15 hours of free educational entitlement. For more information about two year old funded places please speak to Sarah or visit your local children's centre. Any questions relating to three or four year funding please speak to Sarah.

Pre-School sessions are held each weekday morning, during term time, from 9.00am - 12 noon with a maximum of 26 children per morning. Afternoon sessions run from 12 - 3pm on Tuesday's and Friday's.

Partnership with Parents

We seek to ensure that joining Pre-School is a happy time for both you and your child. We know that if children are to play and learn successfully they must feel secure and confident in the absence of their parents.

We recognise that parents are the first educators of their children and our aim is to support and work together with you to provide the best for your child. We use our notice boards, emails, regular newsletters and parent consultations to keep parents informed about everything that happens at Pre-School so that you can feel involved with your child's learning experience.

'The manager is committed to building strong links in the community and with the local schools. Children are very well prepared emotionally and socially as they regularly visit the local school in preparation for transitions.' Ofsted March 2016

Settling In

We recognise that starting Pre-School is a big step for you and your child. Although some children are quite happy to start at pre-school, most need some support and reassurance. Therefore before your child starts at pre-school you will be invited for a stay and play session. This will give your child the chance to enjoy some of the activities that will be available once they start and to begin getting to know staff and future friends. It will also be the chance for you to share important information with us to ensure the complete safety and well-being of your child during their time with us.

Key Person

On starting at our Pre-School each child is assigned a particular member of staff as their Key Person. The Key Person carefully monitors the well-being and progress of your child. We encourage you to keep in regular contact with your child's Key person, sharing successes and any concerns. In the Autumn term you can arrange to chat specifically with your Key Person on how your child is settling in. Followed by parent consultations, giving you an opportunity to discuss your child's development in the Spring and Summer Terms.

Special Events

We hold a number of special events for your child during their time at pre-school such as: **Harvest Celebration, Christmas Party, Library outing.**

There will also be special events that you, your family and friends are warmly invited to attend such as: **Easter Celebration, Nativity Play, visit from Santa Claus, Sports morning, Achievers' and Leavers' Service.**

The Friends of St John's organise fund-raising and social events throughout the year raising money for School and Pre-School.

We support a variety of charities:

- Comic Relief, Children in Need.
- Tearfund world relief, Wimborne Food Bank

Valuing Diversity and Promoting Equality

At St John's Pre-School we celebrate the diversity and uniqueness of each person from our youngest to our more mature visitors and staff. All will find a warm welcome. We are committed to providing equality of opportunity for all staff, volunteers, children and their families in accordance with current legislation and as shown throughout our policies and procedures. All children should feel safe and be safe. Thus all staff undergo regular training across a

range of relevant areas including refresher courses for safeguarding, Understanding of British values and Prevent Duty.

Policies and Procedures

More in-depth information about the pre-school and its policies can be found in the Policies and Procedures folder which is always available for parents to view.

Fees

There are no fees for children attending grant-funded pre-school sessions. All expenses are met by a grant that we receive from county council. Children are eligible for Government funding from the term after their third birthday or after their second birthday if they meet the current criteria for funding. We accept both 15 and 30 hours funding for those who qualify.

If your child starts before their third birthday or does not qualify for a funded two year old place you will be required to pay fees. Our current fees are:

- 3+ year olds - £5.00 per hour
- 2+ year olds - £6.00 per hour

You will be invoiced at the beginning of each month and fees must be paid promptly. Our fees are reviewed annually and fixed as close to the government funded hourly rate as is possible in spite of the hourly rate not being increased by the government for many years within Dorset.

Snack Fund

Each day every child is provided with a choice of fruits, vegetables as well as an additional snack such as bread sticks, crackers.

To cover the cost of this we do ask for a donation to be made towards the cost of your child's morning snack. This donation enables us to provide high quality healthy snacks on a daily basis.

Uniform

Children are encouraged to wear a Pre-School sweatshirt and/or T-shirt as this gives them a sense of belonging and helps them to prepare for coming to Pre-School each morning. It is also useful during messier activities.

Starting School

Whilst many of our children go on to attend St John's Church of England First School, we must stress that the allocation of school places is a County matter, and children who attend our pre-school are **not** guaranteed a place at St John's First School. We work closely with all our feeder schools to ensure your child has a happy and confident transition to school.

Thank you for taking the time to read about our pre-school. If there is any other information you wish to know please do not hesitate to contact Sarah Baseley (Manager of Pre-School).

We look forward to welcoming you and your child.