

Welcome to Pepperpot Bathford Pre-school



Prospectus



Monday to Friday 9.15am – 11.45am
Monday, Wednesday & Thursday 12.45pm – 3.00pm
Lunch Club; Tuesday & Friday 11.45am – 1.00pm
Tel: 01225 852 555 (answer phone out of hours)

Introduction



Pepperpot Bathford pre-school has been in operation since the 1970's. Set up by a teacher as a play group in the village hall, and open for 2 mornings a week, it was originally run by local mums and care givers. Over the last 30 years it has grown and developed into what you see today.

Sue Costello and Erica Davies were two of those mums who during the late 80's took over the running of the playgroup. Whilst running the playgroup Sue took and passed all of the necessary qualifications to become a qualified pre-school teacher and turned the playgroup into a pre-school. As its popularity grew the pre-school was opened for 3 mornings a week and it quickly became apparent that new premises were desperately needed. In 1999 the playgroup changed its name to

Pepperpot Bathford Pre-school ('Pepperpot' taken from Brown's Folly, the tower on the hill above Bathford, which has always been known locally as 'The Pepperpot') and the committee applied for and received a grant from the National Lottery Charities Board to fund the erection of new premises. The pre-school moved into this building in 2001.

We are regularly inspected by Ofsted and have received highly commendable reports. A copy of these are available should you wish to read them.

'Pepperpot' is a community group with charitable status.

The Location

The purpose built building is light and spacious. It has been designed in a way that encourages your child to make decisions and choose activities for themselves. We provide pre-school education based on The Foundation Stage of the Pre-School Curriculum and the Early Learning Goals.

There are separate areas provided for quiet time/book reading, painting and creative play sand/water etc; an area for role play/dressing up; an activity area for puzzles/games etc. We have high quality equipment and activity materials including music, number and language, computers and physical play equipment.

Outside there is a garden where there is a range of outdoor play equipment.



We Offer:

- * Essential early learning opportunities in an environment that promotes learning, confidence, independence and self esteem.
- * The opportunity for your child to make friends and develop educationally in a caring atmosphere.
- * Experienced staff qualified in working with pre-school children
- * A high level of adult support. Normally an adult to child ration of 1:5.
- * An extensive range of educational equipment chosen to offer a range of challenging experiences to aid your child's learning.
- * Opportunities for parents to participate in their child's education and the running of the group.

Starting Pre-school

Most children make the transition to pre-school happily and quickly. However, every child is different. We advise you to be prepared to stay with your child for at least the first session, or longer if they need you to. Our skilled staff are always on hand to support you and your child and to ensure that your child settles in as easily as possible.



We understand that young children learn through play so we endeavour to create a happy, relaxed and stimulating atmosphere where your child can develop their physical, intellectual and emotional skills. Music, rhymes, stories and games are all used to teach your child the skills they will need to progress onto full time education. Please listen to the stories and songs they bring home and be enthusiastic about anything they may have done during the session. They may not have 'produced' anything to show you, but be assured that they will have 'worked' hard.

What to wear

Your child should wear clothing that is comfortable and suitable for a wide range of activities. To prevent accidents on the larger apparatus avoid restrictive or baggy items.

As your child will be investigating a wide range of messy material it is inevitable, despite the use of aprons, that clothing will become stained. We therefore strongly suggest that you put your child in old clothes that are easily washed.

In order for your child to dress and go to the toilet independently please avoid belts, braces and other difficult fastenings. The ideal items of clothing are jogging bottoms and t-shirts and sweat shirts. To help you with this and to promote your child's sense of community Pepperpot sweatshirts and t-shirts are available; they are not compulsory. Indoor shoes such as slippers or daps are required and should be kept in a dap bag on their pegs with a set of spare clothing. We can arrange for sweatshirts/t-shirt and dap bags to be made for you at a small charge. Please ensure that all items of clothing are named.

Dropping off and collecting

Each child has their own peg for dap bags and coats. When dropping off your child we ask that you change their footwear to daps as soon as they enter the building. A register is kept on the table by the entrance. Please sign your child as soon as you arrive. If someone other than the parent is collecting, please write their name alongside your child's entry in the register.

Morning Routine



09.15 Register taken – group discussion about the date, weather, the mornings activities and any special news of importance that they may wish to share with the group.

09.30 Educational activities – a wide range of educational apparatus, which relate to the curriculum and the current topic are made available for the children to explore. The equipment is changed every week. They are free to play with whatever they choose, although they are encouraged to become involved in most activities.



10.15 Tidy up time – the children's organisational skills are developed by encouraging them to help put their toys away.

10.25 Music time

10.45 Break Time – milk or water, fruit and biscuits. We provide a healthy snack of crackers or biscuits and fruit. We can cater for all medical, cultural and dietary requirements.

11.00 Physical education – a wide range of apparatus are explored to ensure a variety of lessons which are all great fun.

11.30 Story time

11.45 Home time



Management

Pepperpot is run by a committee. The committee is elected in June/July by parents who attend an Annual General Meeting. It is responsible for reviewing policy and practice, setting fees and staff salaries, arranging fund raising activities, trips and parties. All parents are encouraged to be actively involved within the pre-school and the committee.

Positions within the committee:

Chairman	Admissions secretary
Secretary	Events organisers
Treasurer	Sweatshirt/t-shirt organiser

Policies and Procedures

At Pepperpot we have policies, procedures and statements on all aspects of pre-school life. These are laid out in our Operational Plan which can be viewed by all parents and carers. You will receive a synopsis of this upon joining, a copy of which you will be asked to sign and return at your earliest convenience.

All policies are designed to offer the best possible educational and social experience for the children and families in the group. They are reviewed on a regular basis, so comments and suggestions are always welcome.

Any concerns or complaints should be brought to the attention of the pre-school leader or the Chair of the Committee in the first instance. If you have serious unresolved concerns you can refer in writing to:

The office for Standards in Education
1 The Square, Temple Quay, Bristol, BS1 6HB

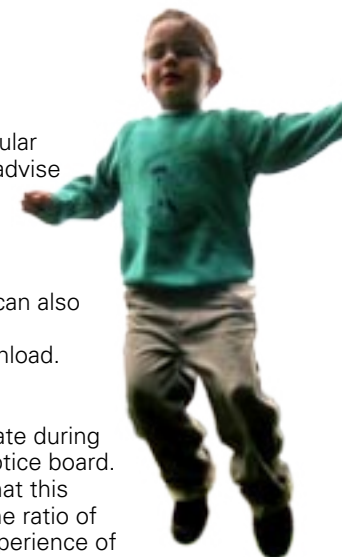
All parents are kept informed of Pepperpot's news through a regular newsletter and notice board situated in the entrance, which we advise you to read on a regular basis.

Pepperpot Website

The Pepperpot website can be found at www.pepperpot.org.uk. Containing full contact details and a map of how to find us, you can also view our latest newsletter and our most recent Ofsted report. This prospectus and an application form is also available for download.

Parent Rota

Parents/carers of all morning children are encouraged to participate during one entire session every term. The dates are displayed on the notice board. Please choose a session that is convenient for you. We realise that this system is not feasible for all parents, but it enables us to keep the ratio of children to adults low, whilst offering you a valuable hands on experience of your child's first educational environment and most importantly the children are always so proud to share with you this important part of their life.



Fees



Fees are payable at the first session of each term. A note of all fees, payable will be posted on the notice board. Please make your cheque payable to 'PEPPERPOT BATHFORD PRE-SCHOOL' Fees for sessions and lunch clubs must be paid even if your child is absent. Attendance of the group is conditional upon continued payment of fees or eligibility for Nursery grant from BANES. A £75 non-returnable deposit is required when you wish to register your child for a place at Pepperpot. This will then be credited to your child's final month's fees. If you decide to withdraw your child you will be required to give one month's notice or one month's fees in lieu of notice.

You will find a current fees list and a price list for purchasing sweatshirts, t-shirts and dap bags attached to this prospectus.

Nursery Grants

Pepperpot is registered to accept government nursery grants. The government provides funding for every 3 and 4 year old that wishes a place in Bath & North East Somerset. All children will be eligible for funding in the term after their 3rd birthday. For the purpose of the grant the government use the following dates:

1 January to 31 March

The child is entitled to summer funding

1 April to 31 August

The child is entitled to autumn funding

1 September to 31 December

The child is entitled to spring funding.

If your child is three years old (or where special circumstances apply) you will be eligible to receive a grant. Should this grant not cover the full cost you will be asked to pay the difference.

If you require further information on grants please ask a member of staff or contact the Family Information Service on 01225 395 343



The Pre-School Curriculum

We offer an educational curriculum that works towards approved Early Learning Goals by using a high level of adult support to harness children's natural interest and curiosity. We plan and implement the curriculum to build on children's educational play activities in order to promote learning in key areas.

Mathematics

Learning through practical activities, mathematical concepts such as number, size, shape, time, quantity and sequence.

Language and Literacy

Developing their skills and education by discovering the joy of books, stories, rhymes and conversation.

Personal, Social and Emotional Development

Teaching and developing independence, confidence and the ability to share and take turns. Developing respect for themselves and others including others with differing needs, views and cultures.

Creativity

Learning how to express ideas and feelings in imaginative and creative ways.

Physical Development

Physical strength, skill and control in both large and small muscles are developed through fun based activities.

Knowledge and Understanding of the World

Learning about the environment and everyday technology through practical experience and discussion.

The pre-school educational program prepares children to move onto all areas of the National Curriculum at the end of the Reception Year.

We will continuously monitor and record your child's progress through the Early Learning Goals. The progress of your child is recorded and is available for you to read and discuss with a member of staff should you wish to do so.



In Conclusion

Our main concern is that your child should have a happy, yet stimulating time with us. Pepperpot staff are committed to providing equality of opportunity to all children and their families.

If you would like to make an appointment to view our facilities, discuss the group's ability to meet your own child's needs, or if you require any further information please contact **Sue Costello on 01225 852 555.**



REGISTERED CHARITY 1035101



If you need help reading this prospectus, or require a foreign language version, please ask a member of staff.