

Wylde Green Nursery School



Prospectus

Wylde Green Nursery School

23-27 Green Lanes

Wylde Green

Sutton Coldfield

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Website: www.wyldegreennursery.co.uk



www.facebook.com/WyldeGreenNursery



www.twitter.com/wylde_green

Introduction

Welcome to Wylde Green Nursery School, the nursery is based in an annexe of Wylde Green Primary School which was built in 1840. The nursery opened in 2005 and is an open plan, light and spacious environment.



- We are registered for 55 children aged between 1 and 5 years.
- The nursery is open 7.30am-6.00pm all year round except for bank holidays and Training Days* All children are to be collected by 5:45pm.
- Fees are payable for 52 weeks of the year including if your child is absent through illness or holiday.
- Registration process – To secure a place for your child we require 1 week's deposit and a £50.00 registration fee. The Deposit is refunded when your child leaves the nursery providing all T&C's are followed and the £50.00 is a Non-refundable Registration fee. A Registration Form and Day Nursery Agreement must be completed and handed in along with the above fees for a place to be reserved.

***There are three staff training days per year, one in each term usually around a bank holiday. You will be informed well in advance of when the training days will take place. The day of training will alternate so that it does not always fall on the same day.**

Mission Statement

It is the aim of Wylde Green Nursery School to:

- Provide a high standard of care and Education in a safe and secure environment.
- To work in partnership with parents and carers to support children in their learning to reach their full potential
- Provide a stimulating and fun environment where children can play, learn, and develop freely.
- Help children to develop responsibility for themselves and their actions and to become confident and independent individuals.
- Prepare children to enter school ready to learn and to participate in family and community life.

Settling in Process

We aim to make the transition into nursery as easy and smooth as possible for both parent/carers and children by offering a complementary settling in period prior to starting.

These sessions are intended to allow both the child and the parent/carer to become familiar with the staff and the nursery environment. During the second settling in session we will go through some paperwork with you to ensure we have all the important information we need and to help us learn about your child.

Our Settling in process: -

1 week of induction, building up the time during the week: -

For example: -

First session – 1 hour – Child spends time with key carer

Second session – 1 hour - We will go through our induction pack with you and complete all necessary paperwork.

Following the second session we will gradually build up the time of the sessions over the week to reflect the child's attendance.

Early Years Foundation Stage

At Wylde Green Nursery School we follow the Early Years Foundation Stage practice guidance (EYFS) to support the children's learning and development.

The EYFS Framework explains how and what your child will be learning to support their healthy development.

https://www.foundationyears.org.uk/files/2014/08/EYFS_Parents_Guide-amended.pdf

Your child will be learning skills, acquiring new knowledge, and demonstrating their understanding through **7 areas of learning and development**.

Children should mostly develop the **3 prime areas** first. These are:

- Communication and language;
- Physical development; and
- Personal, social, and emotional development.

These prime areas are those most essential for your child's healthy development and future learning.

As children grow, the prime areas will help them to develop skills in **4 specific areas**.

These are:

- Literacy;
- Mathematics;
- Understanding the world; and
- Expressive arts and design.

These 7 areas are used to plan your child's learning and activities. As professionals teaching and supporting your child we will make sure that the activities are suited to your child's unique needs. This is a little bit like a curriculum in primary and secondary schools, but it's suitable for very young children, and it's designed to be really flexible so that staff can follow your child's unique needs and interests.

Children in the EYFS learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outside. You can find the **Early Years Foundation Stage** which includes the early learning goals at www.foundationyears.org.uk. The foundation year's website also includes a range of resources and contacts.

The nursery also follows the approach of Reggio Emilia, which is embedded in some of our best ideas, principles and which also merges with the Early Years Foundation Stage curriculum.

Observation and Assessment

At Wylde Green Nursery School we recognise that children develop at different rates and learn through a variety of ways. We aim to consider each child's interests and individual needs to plan and provide activities which support the 7 areas of learning within the EYFS.

Staff will observe your child during play and adult led activities to help support them to plan for the child's interests and next steps of learning.

Observation and assessment of a child's learning enables us to ensure that any obstacles to learning are identified and responded to and provides a holistic view of the child's development.

We hold parents evening twice a year, whereby parent/carers are invited in to discuss their child's progress and make any comments on individual assessments.

Safeguarding children

At Wylde Green Nursery School, we aim to provide a safe and secure environment for children protecting them from harm and where a concern of abuse is highlighted that it is appropriately responded to in line with our safeguarding and child protection policy.

We at Wylde Green Nursery School will support the children within our care, protect them from maltreatment and have robust procedures in place to prevent the impairment of children's health and development.

It is the responsibility of the Designated Safeguarding Lead (Surbjit Khuttan) to work with staff and parents to actively safeguard children and make referrals to the appropriate agencies should there be a concern that a child is at risk of harm or if a disclosure is received.

Our prime responsibility is the welfare and well-being of all children in our care. As such we believe we have a duty to the children, parents, and staff to act quickly and responsibly in any instance that may come to our attention. All staff will work as part of a multi-agency team where needed in the best interests of the child.

When your child starts the nursery, we will complete induction paperwork with you, we will make you aware of our duty to report any concerns of abuse to the Children's Advice and Support Service (CASS)

We also ask that if your child has an injury at home that you inform us upon arrival at nursery so that an Accident form can be completed and signed by you.

At Wylde Green Nursery School we have recruitment and vetting procedures in place to ensure that all employees are suitable to work with children. All staff receive a thorough induction where they are made aware of the procedure to follow should they be concerned about a child.

Mobile Phone, Tablet & Camera Use

No mobile phones are allowed to be used within the main nursery by staff, parent/carers or visitors. The nursery uses Tablets that link to our software system to record children's daily diaries and learning and Development, Further details in relation to Mobile phones and cameras can be found in the mobile phone, tablet, and camera use policy.

Professional Boundaries

Baby-sitting - To ensure children are treated equally and no favoritism is shown, Wylde Green Nursery operates a no babysitting policy. By operating a no babysitting policy, we are actively safeguarding our staff and all the children in our care.

Social media – staff are not permitted to make any comments about the nursery, staff working there or their children through their personal social media or are they permitted to be 'Friends' with parent/carers through these sites. We ask for your support in this by not requesting employees to be 'Friends' via any social media sites.

Confidentiality – please only discuss nursery matters or any concerns directly within the nursery environment so that confidentiality is upheld and matters are dealt with professionally and appropriately.

Additional needs

At Wylde Green Nursery we value everyone equally and support them so we can meet the needs of all the children and their families where possible. We will liaise with both parents and outside agencies involved in the care of each individual child.

We aim to make early identification of any difficulties a child in our care may be experiencing to ensure their individual needs are met.

When a child starts the nursery the parent/carer may already be aware of any additional needs their child may have, it is important that this is shared with our settings SEND coordinator in order for us to meet your child's individual needs appropriately.

Prior to the child starting it may be necessary for a discussion to take place between parent/carers, The Nursery Manager and SEND Coordinator to ensure inclusion will be successful, there may need to be flexibility to meet the needs of the children.

If the nursery identifies additional needs we expect parent/carers to support the nursery by allowing us to obtain the right help and services to meet the needs of the child.

Security

We take the security of your children very seriously and have a video intercom and keypad security system in place so that we can restrict access to the building to those who are authorised to do so.

We also ask parent/carers to provide passwords and photographs of anyone who will collect their child from nursery.

Late or non-collection

If parent/carers are unable to collect their child prior to the nursery closing at 6.00pm a late charge of £10 for every 15 minutes that you are late will be charged.

Parent/carers must inform us if they are not going to get to the nursery before close.

If no contact has been made by the parent/carer we would then contact the child's emergency contacts. If failing this still no contact has been made we would be required to contact CASS (Children's advice and support service) and report the incident to the duty social worker and possibly the police.

Staff/Key Person/Deployment of Staff

Our staff team at Wylde Green Nursery School hold a range of qualifications and experience with some working here for many years. We take the ongoing development and suitability of staff very seriously in order to maintain high standards. We hold inhouse and external training and encourage staff to share best practice with their colleagues.

Key Person – when your child joins the nursery they will be allocated a key person. The key person will assist your child in settling into the nursery and support you as parent/carers with any queries or concerns you may have during your child's time with us. The key person will also be responsible for monitoring and assessing your child's learning and development to ensure they are making progress and their individual needs are being met.

Deployment of staff - The nursery will organise staffing arrangements to meet the needs of the children and ensure their safety. We will ensure that children are adequately supervised and decide how to deploy staff to ensure children's needs are met.

Communication and Feedback

At Wylde Green Nursery School parent partnership is important to us and we feel it is an integral part in supporting children's learning and development.

We have many ways in which we communicate and involves our parents from day to day conversations, emails, newsletters, parent workshops and our parent app.

First Steps Parent App – when your child starts the nursery we will provide you with secure log in details to our First Steps App, this will provide you with daily feedback about your child's day at nursery and account information such as invoices.

Facebook, Twitter, and Website – we have our own Facebook and Twitter accounts where we post regular updates about what we have been up to and upcoming events, please follow us to find out more.



www.facebook.com/WyldeGreenNursery



www.twitter.com/wylde_green

Our nursery website also contains lots of information about upcoming dates and events and also contains a news page about what we have been up to, take a look: www.wyldegreennursery.co.uk

Meals & Snacks

All meals and snacks are healthy and delicious and freshly produced each day. Breakfast and snacks are prepared onsite and Lunch and Tea are provided by an external caterer, both the nursery and catering provider have received a Food Hygiene rating of level 5 (very good). Menus can be provided, please see the Nursery Manager for a copy.

Nappies/spare clothing

You are required to provide your child's own nappies, wipes, and creams during their time at nursery. We also request that parent/carers provide spare clothing which is labelled with the child's name in case of any accidents.

Outside play is an important part of the curriculum, therefore please ensure your child has a warm coat, hat, gloves etc in the winter and a sun hat for the summer months.

Nursery Uniform

All children are required to wear the nursery uniform during term time which consists of a polo top, sweat shirt, bag, and sun hat all containing the nursery logo and can be purchased from Clive Marks – Address: 407-411A Birmingham Rd, Sutton Coldfield B72 1AU Tel: 0121 382 1728. Please ensure all items are clearly labelled with your child's name.

Funding

When your child turns 3 years old they will become eligible for 15 free hours of early Education Funding the term after they turn three.

Some children will be eligible for 30 free hours of funding the term after they turn three, please speak to a member of the management team for details on how to find out if you are eligible for this.

Likewise, some Two-year olds may be eligible for 15 hours of funding upon meeting certain criteria. Please speak to a member of the management team if you think you may eligible.

Terms and conditions apply

Parent testimonials

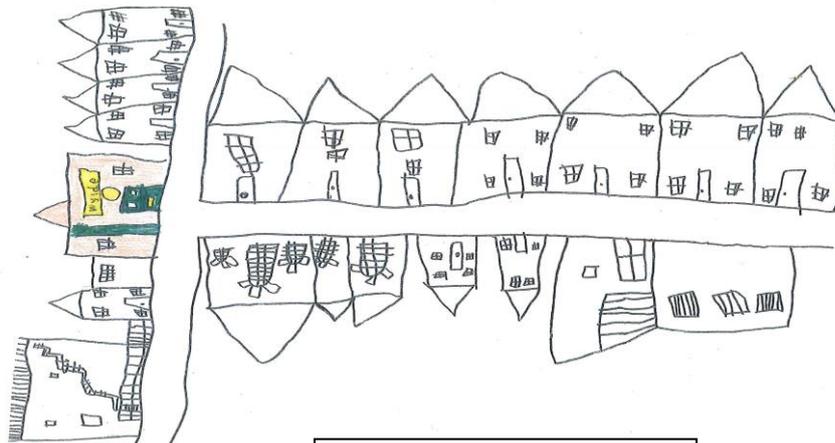
"We have been consistently impressed with the standard of care at Wylde green nursery. The staff are very friendly, always happy to answer questions and obviously develop strong relationships with the children. We are particularly impressed with the pre-schoolers education (phonics/writing etc.) Which we feel was of particular benefit to our son before he went started school. We have been amazed with Grace's progress with her counting and writing". (Charlotte Barry)

"I think that the welcome we get from staff is excellent. As a parent it can be hard to leave your child/ren in the care of others. In my opinion you make that experience easier. I feel very trusting of the nursery staff and I feel 100% confident leaving my child in their care. I love the one plan environment and the opportunities that brings for Joshua" (Alison Robertson)

"Key workers and all staff are always aware of Naina's daily activities, achievements and weekly attendance. Great to see the staff working coherently and tending to Naina's needs. A real tailored one-to-one approach. Excellent"! (Baljit Ruprah)

"Consistency of approach to childcare, all staff have a clear/shared vision. All staff are well trained and have an obvious love of what they do. Keep up the good work we know how well your care has helped both our children develop thank you"! (Lisa Little)

"The warmth of the staff, Arthur is really excelling through his time at nursery. Every day he come home and tell us all about his adventures that day, huge range of activities offered. In the past six months his speech has come on leaps and bounds. Nursery has helped his general development and is creating a very confident little boy thank you". (Emma and Colin Richardson)



Our Community

By Naina aged 3



Price List

Session	Cost
Fulltime	£186.95 per week
Full day	£42.50
(am) session	£27.00
(pm) session	£25.50

*Minimum of 4 sessions = 4 half days or 2 full days required. Am/Pm top ups charged at full day rate

**The calculation of the monthly fee is based on a 52-week year. There is no reduction for any part week your child may be absent due to sickness or holidays.

***Fees are payable Monthly in advance preferably by standing order or we can take Debit card payments or cash.

****If you pay your nursery fees by vouchers, please make sure that the final payment does not exceed the final invoice. There will be a £25.00 administration charge for any vouchers that have to be returned to vouchers companies.

We accept all employer childcare voucher schemes and HMRC tax free childcare payments, for more information regarding tax free childcare please visit <https://childcare-support.tax.service.gov.uk/>