



Felsted Little Acorns
Felsted Primary School
Watch House Green
Felsted
CM6 3EB

Dear

Thank you for your enquiry regarding Felsted Little Acorns. I hope the following information will answer all your queries. For any further information please do not hesitate to contact on my mobile which is always on during session times. We open during School Term time only.

I look forward to meeting _____ and yourself and that the time he/she will spend with us will be happy and beneficial to you both.

Yours sincerely

Jean Maddison
Pre-school Manager
Felsted Little Acorns.

Mobile: 07917190328
Email: felstedacorns@aol.com

Felsted Little Acorns

Felsted Little Acorns is in a new purpose built nursery unit in the grounds of Felsted Primary School. We have a secure outside area for play during all weathers. This building was opened in September 2020 prior to that we were in a re-locatable. Charity Status was assumed in June 2000.

The Committee

The committee is made up of parents of children at Felsted Little Acorns. Their contribution is invaluable in the running of Felsted Little Acorns. At the present time the chairperson is Jean Maddison, the treasurer is Jayne Turney and the secretary is Janine Corbey. If you have any need to contact any of the above speak to Jean Maddison for the relevant information.

The Staff

All staff are qualified and committed to participate in ongoing training. The staff all hold full Paediatric First Aid qualifications which is renewed every three years.

Jean Foundation Degree in Early Years, Level 4 - and A1 Assessor

Anne-Dore Early Years Foundation Teacher

Anita Level 3

Alison Level 3

Natalie Level 3

Katie Level 3

Stacey Level 3

Patricia Level 2

- We make sure the children are supervised by qualified staff at all times
- We operate a Key Persons system - your child will have two members of staff who will keep a comprehensive record of your child's needs and achievements. These records are an online system called Tapestry. The nominated person (parents, carer) will be notified of any achievements and about what your child has been learning through observations and photos. Your child will also keep a personal journal of their work which they keep in their drawer and can add to at any time or bring photos in from home to put in this journal.
- When your child joins Little Acorns we ask you to sign a permission form to take photographs to confirm any observations of your child. If we need to take photographs for any other reasons for example staff training we will ask you for permission. These photographs will be added to their online journal (Tapestry) for you to view.

- The Tapestry record system for parents to view their child's progression whilst at Little Acorns will / can be passed with your permission onto the school who operate the same online record system
- At Little Acorns our aim is to provide a safe, happy and stimulating environment for your child. The outdoor area has an all weather surface, a wooden shelter and Astro turf making it suitable to access at all times being safe and secure. Whether your child is indoors or out he/she will be supervised at all times.
- Please observe Social Distancing and wear a face covering when in the school grounds.
- On arrival at the school, you will follow the path through the school grounds and pass the reception office then keep to the left next to the railings, follow the edge of the building to a metal locked gate there you will be met by a member of staff. Please be careful as this is also the school's staff carpark so we ask you to hold your child's hand at all times. The entrance to the building is directly ahead, where you will be met by another member of staff who will ask your child to sanitise their hands. Their coats and bags will be taken and hung up on their peg. Due to the current restrictions we cannot invite you in unless your child's needs that extra comfort especially when first joining Little Acorns.
- A register of both children and staff is completed as people arrive so that a complete record of all present is available in an emergency. We have regular Fire and Lock Down Drills
- All staff has knowledge of First Aid and attends refresher courses every 3 years. A correctly stocked First Aid box is available at all times. A book is available at each session for reporting any accident/incident which parents are asked to sign if their child is involved in an accident of any kind
- Little Acorns was Ofsted inspected on 5th July 2019, with a 'Good' outcome. A copy of report available on request
- Children are Government Grant Funded for 15 / 30 hours after the term they are 3 (if your child is 3 in October, funding will start in January) We are also able to facilitate 2 year old funding if you meet the Government's requirements by applying to your local council.
- Suitable toilet facilities to meet everyone's requirements.
- Policy and Practice available on request (these are kept in the office)
- We work in partnership with Felsted Primary School
- We ask that you bring a drinking bottle and packed lunch for your child although a school lunch is available which has to be booked via the school website on the Friday prior to the following week. The cost of which is £2.40, there is a limited selection at this time due to the current situation.

- Could you please name your child's possessions ie: clothes, drinking bottle, lunch box and any comforter. If your child does bring in a comforter we do encourage them to put in their tray or bag when not needed. We do prefer your child not to bring in toys from home as this sometimes causes issues with other children and also can get broken.

**Our aims for 2 to 3 year olds
Following the Early Years Foundation Stage**

- To be healthy
- To feel safe and valued
- To socialise and play
- To listen and to talk to your child
- To grow and develop
- To encourage them to learn to care and share with others
- To provide opportunities for your child to explore and develop skills as their needs grow
- To encourage listening to stories, rhymes and to songs
- To discover and learn about colours and shapes
- To encourage drawing, colouring and painting that will help develop hand eye co-ordination
- To encourage and explore outdoor play in the secure playground
- To take part in indoor music, movement, sensory activities, games

Our aims for 3 to 4 year olds
Following the Early Years Foundation Stage

- To feel safe, valued and to be healthy
- We provide a balanced curriculum of fun play and learning to introduce a simple structure of pre-school that will prepare your child for school
- To encourage your child to carry out simple instructions and work as part of a small and friendly group that in turn help them gain confidence
- To provide a stimulating environment to help develop listening and concentration skills
- To learn to count and recognise numbers
- To explore simple computer programmes
- To encourage all basic physical skills, ie cutting, drawing, threading, sewing and pencil control
- To introduce simple workbooks regarding colours, shapes, numbers and letter information
- To be familiar with the school environment and to make the transition from pre-school to primary school easier

On Arrival

When your child starts at Little Acorns he/she will be allocated a peg with their name and a picture on in the entrance to help them recognise where to hang their coat. They will also have their own drawer with their name and matching picture on to put their work in or any of their belongings to keep them safe.

All the children have a name card that will be on a table when they arrive, which they can self register themselves by sticking onto a display board. This is to encourage your child to recognise their name. They can also use this name card to trace or copy their name from.

When we sign your child in on arrival you will be asked: What session they are attending Morning / All day / Afternoon, Packed Lunch or School lunch and who will be collecting. If it is not you personally maybe another member of the family you must inform us whether at arrival time or by text, Tapestry or phone during the session. This is most important for security reasons. If you wish to collect your child before the end of a session, please notify the member of staff at the door so she can write it into the registration book.

Outside Play

We are lucky to have a safe secure playground at the rear of our classroom enabling us to promote outdoor learning experiences through free play and adult led activities.

Snack time.

In the morning the children are invited into the kitchen in small groups for their mid morning snack of fruit, toast, milk or a drink from their own personal bottle. In the afternoon, weather permitting they will have their snack outside or in the classroom as a large group for this they have fruit, a biscuit, milk or a drink from their own personal bottle.

Fun with Anne-Dore and Natalie

On Monday, Tuesday Wednesday and Friday afternoons Anne-Dore provides a fun session which includes phonics, counting, singing, rhymes and stories all aimed at EYFS outcomes. On a Thursday afternoon Natalie provides a fun session with songs, rhymes, stories and basic sign language

Gardening with Alison

On a Thursday Alison takes a small group of children at a time to the schools gardening plot where we have our own section, here the children have to opportunity to plant seeds, bulbs and do weeding exploring the environment. The children wash their hands before and after this activity. We are now able to use the garden every day as we have taken over the maintenance of this area giving all the children the opportunity to sample weeding, planting and seeing what their labours have produced during the seasons. We do have spare wellie boots but some children prefer their own. Please name wellies clearly if you wish your child to have their own.

Cooking with Katie

On a Wednesday the children are invited into the kitchen to do simple cooking activities. The children all learn very quickly to wash their hands before and after this activity.

Clothes

Please send your child in clothes that do not matter, as a great deal of pressure is removed if your child does not have to worry about staying clean. Please send a spare set of clothing in a bag that is clearly labelled, though we do have `spares` for emergencies. Please could all outer clothing be **clearly named**. Wellies can be brought in for outdoor play. If your child is still in nappies could you also provide these along with wipes and nappy bag. Overalls are provided for messy play but some children do not like to wear them.

Little Acorns Uniform

Red or purple sweatshirts and t-shirts in red, pink, pale blue or purple with the Nursery logo on are available, priced @ £8.00 for sweatshirts, polo shirts @ £7.50.

When your child joins us they will be given a Felsted Little Acorns canvas tote bag, this is for putting any spare clothes, nappies and for taking their work home.

The Early Learning Goals - These are broken down into The Prime Areas and The Specific Areas;

Prime Areas

Personal, Social and Emotional Development

Self-Regulation; Children show an understanding of their own feelings and those of others beginning to regulate their behaviour accordingly. Set and work towards simple goals, being able to wait for what they want and control their immediate impulses when appropriate. Give focused attention to what the teacher says responding appropriately even when engaged in an activity and show ability to follow instructions involving several ideas or actions..

Managing Self; To be confident to try new activities and show independence, resilience and perseverance in the face of challenge. To explain the reasons for rules, know right from wrong and try to behave accordingly. To manage their own basic hygiene and personal needs, including dressing, going to the toilet and understanding the importance of healthy food choices..

Building Relationships; To work and play cooperatively and take turns with others. To form positive attachments to adults and friendships with their peers. To show sensitivity to their own and other's needs.

Communication and Language

Listening, Attention and Understanding; To listen attentively and respond to what they hear with relevant questions, comments and actions when being read to and during whole class discussions and small group interactions. To make comments about what they have heard and ask questions to clarify understanding. To hold conversation when engaged in back and forth exchanges with their teachers and peers.

Speaking; To participate in small group, class and one to one discussions, offering their own ideas, using recently introduced vocabulary. To offers explanations for why things might happen, making use of recently introduced vocabulary from stories, non fiction, rhymes and poems when appropriate. T express their ideas and feelings about their experiences using full sentences, including use of past, present and future tenses and making use of conjunctions, with modelling and support from their teacher..

Physical

Gross Motor Skills: Negotiate space and obstacles safely, with consideration for themselves and others. To demonstrate strength, balance and coordination when playing. To move energetically, such as running, jumping, dancing, hopping, skipping and climbing.

Fine Motor Skills: To hold a pencil effectively in preparation for fluent writing - using the tripod grip in almost all cases. To use a range of small tools, including scissors, paintbrushes and cutlery. To begin to show accuracy and care when drawing.

The Specific Areas

Literacy

Comprehension: To demonstrate understanding of what has been read to them by retelling stories and narratives using their own words and recently introduced vocabulary. To anticipate (where appropriate) key events in stories. To use and understand recently introduced vocabulary during discussions about stories, non fiction, rhymes and poems during role play.

Word Reading: To say a sound for each letter in the alphabet and at least 10 digraphs. To read words consistent with their phonic knowledge by sound blending. To read aloud simple sentences and books that are consistent with their phonic knowledge, including some common exception words.

Writing: To write recognisable letters, most of which are correctly formed. To spell words by identifying sounds in them and representing the sounds with a letter or letters. To write simple phrases and sentences that can be read by others.

Mathematics

Number: To have a deep understanding of number 10, including the composition of each number. To subdivide (recognise quantities without counting) up to 5. To automatically recall (without reference to rhymes, counting or other aids) and number bonds up to 5 (including subtraction facts) and some number bonds to 10, including double facts.

Numerical Patterns: To verbally count beyond 20, recognising the pattern of the counting system. To compare quantities up to 10 in different contexts, recognising when one quantity is greater than, less than or the same as the other quantity. To explore and represent patterns within number up to 10, including evens and odds, double facts and how quantities can be distributed equally..

Understanding of the World

Past and Present: To talk about the lives of the people around them and their roles in society. To know some of the similarities and differences between things in the past and now, drawing on their experiences and what has been read in class. To understand the past through settings, characters and events encountered in books read in class and storytelling.

People, Culture and communities: To describe their immediate environment using knowledge from observation, discussion, stories, non-fiction texts and maps. To know some similarities and differences between different religious and cultural communities in this country, drawing on their own experiences and what has been read in class. To explain some similarities and differences between life in this country and life in other countries, drawing on knowledge from stories, non-fiction texts and (when appropriate) maps..

The Natural World: To explore the natural world around them, making observations and drawing pictures of animals and plants. To know some similarities and differences between the natural world around them and contrasting environments, drawing on their

experiences and what has been read in class. To understand some important processes and changes in the natural world around them, including the seasons and changing states of matter.

Expressive arts and design

Creating with Materials: To safely use and explore a variety of materials, tools and techniques, experimenting with colour, design, texture, form and function. To share their creations, explaining the process they have used. To make use of props and materials when role playing characters in narratives and stories.

Being Imaginative and Expressive: To Invent, adapt and recount narratives and stories with peers and their teacher. To sing a range of well-known nursery rhymes and songs. To perform songs, rhymes, poems and stories with others, and (when appropriate) try to move in time with music.

Record Keeping

To assess your child's learning in these areas we update your child's records regularly on 'Tapestry' which is our online learning journal. Notification is sent to your mobile phone when anything new is added for your child only. You can add comments, observations and family events to this learning journal. Also when you make your Tapestry account could you please fill in the section 'All About Me' to give us understanding of your child's likes, dislikes, what makes them happy, the family members etc...

Key Person

Your child's records will be assigned to two members of staff for the overall recording, they will share their experiences with each other to get a good understanding of your child. They will also ask other staff members for their input too, for validation on completion of tasks and achievements. We endeavour to do this on a weekly basis where possible.

Funding

The government provides a total of 15 hours (in some cases 30 hours) funding per week for three and four year olds. Any hours over the 15 there will be a charge of £5.50 per hour (this will be reviewed every year to make any changes). A morning session is 3½ hours, the afternoon is 2½ hours or you have the option of staying all day (6½ hours). Also the Government provides 2 year old funding in certain cases on application via your local council.

Explanation of funding

If your child is three in the October he/she will be funded from the following January. As a parent or carer you will have to sign a declaration form detailing your child's name, date of birth, address and how many hours you will be claiming for at Felsted Little Acorns and if you are using the funding at another setting.

Financial Agreement

When your child starts at Felsted Little Acorns we ask you to sign a Financial Agreement, stating that you will pay your child's fees and any extra costs that may incur. Please note that you pay for the place, if your child is off sick at any time they can make up the session at a later date.

Session Times - Mornings

Monday	8.45am to 12.15pm 8.45am to 15.15pm	bring own packed lunch / school lunch
Tuesday	8:45am to 12.15pm 8.45am to 15.15pm	bring own packed lunch / school lunch
Wednesday	8.45am to 12.15pm 8.45am to 15.15pm	bring own packed lunch / school lunch
Thursday	8.45am to 12.15pm 8.45am to 15.15pm	bring own packed lunch / school lunch
Friday	8.45am to 12.15pm 8.45am to 15.15pm	bring own packed lunch / school lunch

Session Times - Afternoons

Monday	12.45pm to 15.15pm Bring own packed lunch
Tuesday	12.45pm to 15.15pm Bring own packed lunch
Wednesday	12.45pm to 15.15pm Bring own packed lunch
Thursday	12.45pm to 15.15pm Bring own packed lunch
Friday	12.45pm to 15.15pm Bring own packed lunch

The afternoon session can be flexible if you prefer your child to start at 12.15pm that is also an option.

Fees

If your child is not funded the cost of a morning session is £19.25 and the afternoon session is £13.75 An all-day session costs £35.75.

If at any time you have a problem with payment of fees please speak to Jean Maddison or Jayne Turney (Little Acorns Treasurer).

If it comes to our attention that your child is continually being collected late there will be a charge of £5 per 15 minutes as stated in our Financial Agreement. If you are going to be late please phone - 07917190328

Please note that you actually pay for the place and not attendance. All fees are subject to yearly review

A thought for us all: -

A 4 year old arrived for his first morning at playgroup. The supervisor, like a thoughtful hostess escorting her guest to her buffet table, invited him to choose from the spread. How about the jigsaw table, the water trolley or the drawing table? Or perhaps a little cutting and sticking? The small boy surveyed the scene, and then answered politely, "No thank you. I can do all those things at home. I would just like to play".

(Anna House in Contact)