

Winkleigh Primary School Nursery (0 months to 4 years)



Welcome Pack



Vision & Values



The Woodland Federation Vision ***Inspiring Individuals***

To create a superb learning community that challenges pupils to acquire a thirst for knowledge; introducing them to *the best that has been thought and said* to prepare them for their lives ahead as educated citizens in a diverse and ever-changing world.

We provide a nurturing and creative world for children from 9 months old to school age.

We are proud of our excellent early years provision.

We champion a curriculum where education, compassion and play go hand in hand.

Our approach is authentic, holistic and child-centred.

“Choosing this setting was one of the best decisions we made as parents.”

“The care and dedication of staff shines through.”

Meet the team



Mrs Victoria Fenemore
Executive Headteacher



Mr William Slocombe
Head of Teaching & Learning



Mrs Dameza Rowcliffe
SENDCo & SLT



Mrs Kelly Stapley
Early Years Lead & SLT



Mrs Tracey Powlesland
Nursery Deputy



**NO IMAGE
AVAILABLE**

Miss Beatriz de Brito Sousa
Nursery TA



Mrs Charlotte Illman
Nursery TA



Mrs Vicki Ridge
Nursery TA



Mrs Rebekah Bridgman
Nursery TA



**NO IMAGE
AVAILABLE**

Mrs Jessica Charlesworth
Nursery TA



**NO IMAGE
AVAILABLE**

Miss Eve Smallacombe
Nursery TA

Safeguarding



The Woodland Federation Safeguarding Personnel

Safeguarding leads



Mr William Slocombe
Head of Teaching & Learning
Deputy Designated Safeguarding Lead



Mrs Victoria Fenemore
Executive Headteacher
Designated Safeguarding Lead



Mrs Dameza Rowcliffe
Special Educational Needs & Disabilities Co-ordinator
Senior Leadership Team
Deputy Designated Safeguarding Lead
Mental Health Lead

Level 3 Safeguarding Staff



Mrs Susannah Gent
Higher Level Teaching
Assistant
Wrap-around Care Lead



Mrs Helen Moyies
Administrator



Mrs Kelly Stapley
Early Years Foundation
Stage Lead
Nursery Teacher



Mrs Catherine Keast
Class Teacher



Mrs Tracey Powlesland
Nursery Deputy
Under 2s Lead

Mrs Victoria Fenemore is our Designated Safeguarding Lead, Mr William Slocombe and Mrs Dameza Rowcliffe are our Deputy Designated Safeguarding Leads.

If you need to get in touch, please contact admin@winkleigh.devon.sch.uk.

The Early Years Foundation Stage Curriculum

The Early Years Foundation Stage supports your child's development through seven areas of learning and development.

Children develop three prime areas first:

Communication and Language

Physical Development

Personal, Social and Emotional Development

As children continue to grow they progress through four specific areas of learning:

Literacy

Mathematical Development

Understanding the World

Expressive Art and Design

These seven areas of development are used to plan stimulating activities for your child to experience during their time in the Nursery and Reception.



Our Early Years Provision

The Early Years Foundation Stage (EYFS) curriculum supports children's development from birth to 5 years old (the end of the Reception Year).

We promote emotional security as children form strong relationships with dedicated early years trained staff, helping to build their confidence and experiences. During these critical early years, children learn through play opportunities, adult led direction, being active, thinking critically and exploring the world around them.

These experiences will build a foundation for future life-long learning.

Winkleigh Early Years

Hedgehogs – 0 months to 2 year olds

Fox cubs and Squirrels – 2 to 4 year olds

Owls (Reception Class) – 4 to 5 year olds



Our Learning Environments

In our early years we have three specially designed and purposeful learning environments.

This includes extensive indoor and outdoor areas.

In our Reception Classroom, the main children have access to a large classroom with free access to a covered outdoor/indoor space and large Reception garden.

The areas within the Nursery, as well as the extensive Primary School grounds, provide an exciting and stimulating environment for learning and play experiences. The staff plan carefully to ensure the children enjoy a balance of adult led and child initiated activities as well as planned group activities.



Hedgehogs

0 months – 2 years



Foxcubs & Squirrels

2 years – 4 years

Foxcubs are our 2 to 3 year olds.

Squirrels are our 3 to 4 year olds that will start school in the following September.



Owls

4 years – 5 years

Owls are our Reception children.



Session times

Session	Time
Early birds	7.45am – 9am <i>(Breakfast available)</i> (1hr 15mins)
All day	9am – 3.30pm (6hr 30mins)
Morning	9am – 12noon (3hrs)
Morning & Lunch	9am – 1pm (4hrs)
Lunch & Afternoon	12noon – 3-3.30pm (3hrs 30 mins)
Afternoon	1pm – 3.30pm (2hrs 30 mins)
All sorts	3.30pm – 6pm <i>(Book by the hour)</i>

Communication

From the very beginning our staff will work closely with you to ensure your child's development is focused on their individual needs.

Staff are available for a quick catch-up at the start and end of the day. Please contact admin@winkleigh.devon.sch.uk to make an appointment for a longer conversation if needed.

Starting at Nursery

Before your child begins their early years journey at Winkleigh, we invite you in for a tour with **Mrs Stapley, our Early Years Lead & Nursery Teacher**. Once you have completed a registration and session booking form, the admin team will be in touch to confirm your sessions.

Settling-in sessions are a valuable time for you to meet the team and discuss your child's developmental needs and routines. We recommend two settling-in sessions of one hour each. Parents with the children are invited to the first, usually children attend the second on their own.

Key Person

Either Mrs Stapley or Mrs Powlesland will be your child's allocated key person. All staff take responsibility for updating your child's development records and takes careful note of your child's progress, contributing towards planning to ensure your child's individual needs are met.

Weekly newsletter

Our weekly newsletter is emailed out every Friday including news from every class about what your children have been learning.

Reporting to parents/carers

Parents' evenings are held for Nursery children in the Autumn and Summer terms.

Squirrels parents will receive an end-of-Nursery report in the July before they start in reception.

Website

Our websites are updated regularly and contain relevant information with regard to current events happening in the Nursery at Winkleigh and Preschool at Kings Nympton, and the wider school community. For example, term dates and policies. You can also catch up with newsletters you might have missed.

Communication

continued

“This is Me” books

All staff update your child's This is Me book. This book will contain items of art work and photographs of the time your child has spent with us. They will be presented to your child at their 'Leaver's Party' before they start in their Reception Class.

Working with our partners

We actively promote equal opportunities for all of our children. We work closely with outside agencies to support your child's development. The Special Educational Needs and Disability (SEND) co-ordinator is Mrs Dameiza Rowcliffe.

Once children are aged two, you are invited to have a 2-year old progress check. As a setting, we complete our own statutory 2-year check that we will share with you in person.

Policies and procedures

We adhere to a range of policies, including Safeguarding, SEND, Health and Safety and Safer Recruitment. If you would like to read our policies, please view them on our websites.

If you have any further questions or would like to speak to a member of the Early Years Team, please do not hesitate to contact us:

Winkleigh Primary School – 01837 83354

admin@winkleigh.devon.sch.uk

Costs

Funding

Early Years Entitlement funding for up to 15 hours per week, up to a total of 570 hours per academic year starts the term after your child turns 3.

If you are a working parent, you may be entitled to 30 hours per week up to a total of 1140 hours per academic year. This entitlement starts the term after your child turns 9 months of age.

Please log on to www.childcarechoices.gov.uk to check your funding eligibility and apply for a code.

In order for us to use your funding allocation you must provide your funding code and National Insurance number before your child starts.

We have to verify all funding codes with Devon County Council before we are authorised to use them.

Any hours booked over and above your funded hours is charged on a half termly at the following rates;

£5.40 for 3/4 year olds

6.50 for 2 year olds

£10.30 for under 2's

Invoices are issued from the Business Manager every half-term. As per our admissions, fees and charging policy. You are still charged if your child is booked into a session but does not attend (e.g. for sickness or holiday). Invoice rates are adjusted the half term following your child's birthday.

What your child needs

Nappies

It is essential that their changing needs are met which includes nappies, wipes and nappy sacks. We will change your child (when needed) or when requested by you at specific times throughout the day. We can change children in either disposable nappies or pull-ups. We have potties available for children to use.

We have a very limited amount of changing supplies and a charge will be incurred.

Uniform

We do not have a compulsory uniform however we have introduced a school sweatshirt with our school logo that can be purchased should you wish. Please speak to the school administration team regarding ordering.

Snacks and lunch

Healthy snack is provided in the morning and afternoon. A healthy school lunch is available to order from the school kitchen. This can be ordered via the My Child at School (MCAS) system. We encourage as many children as possible to have school dinners and to use a knife and fork correctly. Please bring a healthy packed lunch from home if you do not wish to order a school lunch.

Water

Water bottles should be labelled with your child's name. We are a healthy school, no juice please.

Spare clothes

Children are required to have a set of spare clothes in Nursery at all times that are kept on their peg. If they are used, staff will speak to you to let you know that they need replacing. Children need a coat everyday.

The Route through Winkleigh Primary School

EARLY YEARS FOUNDATION STAGE

Hedgehogs

0 months – 2 years old

Foxcubs

2 years old – 3 years old

Squirrels

3 years old – 4 years old

Owls (Reception)

4 years old – 5 years old

KEY STAGE 1

Year 1

5 years old – 6 years old

Year 2

6 years old – 7 years old

*Introduction of the National Curriculum
Phonics screening, Optional KS1 SATs*

KEY STAGE 2

Year 3

7 years old – 8 years old

Year 4

8 years old – 9 years old

Year 5

9 years old – 10 years old

Year 6

10 years old – 11 years old

*Continuation of the National Curriculum
Year 4 Multiplication Check, Year 6 KS2 SATs*