

CHIPSTEAD VALLEY NURSERY

ADDITIONAL INFORMATION



ABOUT THE NURSERY

Our Nursery has places for sixty-three children, with the school providing the following options:

School times

3/4 year olds

30 hour children	08:30-15:30
15 hour morning session	08:30-11:30
15 hour morning session	12:30-15:30

2/3 year olds

15 hour morning session	08:30-11:30
15 hour afternoon session	12:30-15:30
'All day'	08:30-15:30

We are also able to offer:

Breakfast Club	07:30-08:30
Lunch	11:30-12:30 (Additional AM or PM session must also be booked when staying for lunch)
After School Club	15:30-15:45/18:00

More details on page 7.

CONTACT DETAILS

Please telephone the school:

- ◆ If you would like more information about the Nursery in general or about our additional services and charges etc.
- ◆ If you would like to arrange to visit the school.
- ◆ If you would like to receive a school brochure/ application form.

You can contact us in a number of ways:

By letter Chipstead Valley Primary School
Chipstead Valley Road
Coulsdon, Surrey
CR5 3BW

By phone 01737 553255

By email admissions@chipstead.croydon.sch.uk

Head of School: Clare Rackham

Early Years Lead: Rebecca Herrera



achievements and learning needs will be shared with you on an 'ad hoc' basis, as well as through a home/school contact book. We offer Parent's Evenings throughout the year, with a summative report in the summer term. There will be opportunities for parents to come into Nursery to spend time looking at your child's journal with them and a further chance to meet with your child's key worker if you wish. You may at any time though, make an appointment to see your child's key worker or arrange to speak to them on the phone. We provide information evenings for parents about specific learning areas such as 'phonics' and 'problem solving, reasoning and numeracy'.



WHEN TO APPLY FOR A PLACE

Children enter the Nursery in September of the school year in which they will be either 3 or 4 years old. If we are over-subscribed the following criteria is used in order of priority:

1. Looked after or previously looked after children
2. Siblings
3. Medical cases
4. Children of members of staff
5. Priority will initially be given to parents who wish their child to attend 5 mornings and/or 5 afternoons. This criterion will be reassessed after 31st May and further offers may be made after this date, if places remain
6. Distance

To apply for a place at Chipstead Valley Nursery you should complete an application form, available on the school website: www.chipsteadvalley.com. Please complete the form by the deadline of 15th January 2021 (for September 2021 intake) and return it to the school. (Your child should be 2 or 3 years old by 31st August 2021.)

You will be informed if your application has been successful by the beginning of February 2021. Please note that no account is taken of the length of time that your child's name has been on the waiting list.

ADMISSIONS POLICY

Chipstead Valley Primary School is the Admission Authority for the Nursery and our procedure is as follows:

1. Vacancies must exist in the class/school and application form must be received by the School.
2. Children must be aged 2 plus for a 2 year old place or 3 plus for a 3 year old place. When children are offered a place they will be admitted during the Autumn term following their second or third birthday, as appropriate.

NURSERY FEES & EXTENDED SERVICES

In addition to your child's allocated 30 hours or 5 x a.m or p.m 15 hour government funded sessions you can also apply for extra sessions which are chargeable and must be booked in advance, these are as follows:

3/4 Year old purchasing additional sessions (over and above 15 hour entitlement) 5 x a.m or p.m = £15.00

2/3 year olds (who are not eligible for 15 hour government funded place) 5 x a.m or p.m = £17.50 per session or 5 x all day = £42.00

Lunch Sessions

Lunch sessions are only available to children staying all day and are in addition to any 15/30 hour funding. Lunch is charged at £7 per day and includes the cost of a hot meal.

Breakfast Club

3/4 year old (07:30-08:30) = £5.00

2/3 year old children (07:30-08:30 = £6)

After School Club

3/4 year old children (15:30-18:00) = £10.00

2/3 year old children (15:30-18:00 = £15)

We are also able to offer a 15:30-15:45 short stay for £1.50 (3/4 Year olds) or £2.00 for (2/3 year old children)

activities on offer. Your child will also take part in focus activities, small group and one-to-one work which are used to both support and extend learning. The early stages of phonics are also covered with our Nursery children.

Daily Routines

Each day your child will have the opportunity to work with their key worker and key worker group. There is also a daily fruit time and story time.

PARTNERSHIP WITH PARENTS

We aim to work closely with you during your child's time at Chipstead Valley Nursery. Your child's key worker is your 'first point of contact' with the school. The key worker will be responsible for planning the individual learning needs for your child, as well as maintaining efficient records of your child's progress. Your child's



TEACHING AND LEARNING

Planning

We plan for your child's learning in both the long and short term. The Early Years Foundation Stage Curriculum is at the heart of our long term planning. Short term planning takes place both weekly and daily, with your child's interests being of paramount importance. Children's individual learning needs are catered for, with staff setting short term 'next steps' which will be shared with you.

The Curriculum

There are seven areas of learning . These are broken up into:

Three 'Prime Areas of Learning', namely:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

Four 'Specific Areas of Learning', namely:

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Children will engage in experiences from the seven curriculum areas in both the indoor and outdoor learning environments. Your child will be able to 'free flow' between the indoor and outdoor areas for much of the nursery session, engaging in the planned learning

BEFORE YOUR CHILD STARTS AT NURSERY

In June you will be invited to attend a 'New Parents' Evening' at the Nursery. You will have the opportunity to meet your child's key worker, as well as the rest of the staff team. There will be a presentation on life at Chipstead Valley Nursery.

Before your child starts at nursery, you will be offered a home visit by your child's key worker and one of the teaching assistants. This can help your child with the settling-in process and gives you the opportunity to share any specific information.

When your child starts in September they will experience a 'shortened' session for the first few days. This will help them to adjust to our nursery setting.

