



'BE THE
BEST YOU
CAN BE'

Chipstead Valley Nursery

Prospectus

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 funded session | 8.30am – 3.30pm |
| 15 hour morning session | 8.30am – 11.30am |
| 15 hour afternoon session | 12.30pm – 3.30pm |

| 2/3 year olds | |
|----------------------------------|------------------|
| 15 hour funded morning session | 8.30am – 11.30am |
| 15 hour funded afternoon session | 12.30pm – 3.30pm |
| 15 hour paid morning session | 8.30am – 11.30am |
| 15 hour paid afternoon session | 12.30pm – 3.30pm |
| All day | 8.30am – 3.30pm |

After a brief settling period, we are also able to offer:

| | |
|--|--------------------------|
| Breakfast Club | 7.30am – 8.30am |
| Lunch Provision (for those staying 30hrs / All day) | 11.30am – 12.30pm |
| After School Club | 3.30pm – 3.45pm / 6.00pm |

All Different
All Equal
All Special



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. The following criteria is used to allocate places:

1. 2/3 year old children who are already attending our nursery and will move up for the following year
2. Looked after or previously looked after children
3. Siblings
4. Medical cases
5. Children of members of staff
6. 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 all initial places have been allocated.
7. Distance

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.

To apply for a place at Chipstead Valley Nursery, you should complete an application form, available on the school website www.chipsteadvalley.com (this includes existing nursery children).

Please complete the form by the deadline of January 15th. Please note your child should be 2 or 3 years old by 31st August of the year they are starting nursery.

You will be informed if your application has been successful by the February half term. Any child who is not offered a place will be automatically added to a waiting list. Parents will be notified should a place become available.



Nursery Fees & Extended Services



In addition to your child's 15 hour government funded sessions, allocated over 5 x 3-hour AM or PM sessions, you can also apply for extra sessions which are chargeable. Extra sessions must be booked in advance, for the half term ahead.

- 3/4 year old funded morning sessions – additional afternoon session is 11.30 – 3.30pm = £24.50
- 3/4 year old funded afternoon session – additional morning session is 8.30 – 12.30pm = £24.50
- 2/3 year olds (who are not eligible for 15 hour government funded place) an AM or PM session = £20.00 or 5 x All day sessions = £47 per day.



Lunch Sessions

For those attending 30 hour funded sessions, lunch provision is charged between 11.30 – 12.30pm at £35 for the hours daily supervision during this time. A hot lunch is provided to our 30 hour nursery children free of charge, however, if you would prefer for them to bring a packed lunch they are welcome to.

Breakfast Club

3/4 year old (7.30am – 8.30am) = £6

2/3 year old (7.30am – 8.30am) = £7



After School Club

3/4 year old (3.30pm – 6.00pm) = £12.00

2/3 year old (3.30pm – 6.00pm) = £15

We are also able to offer a 3.30pm – 3.45pm short stay for £2

| | | |
|---|---|--|
| <h2 style="text-align: center;">2 Year old Funding</h2> | <p>15 hours of free funding is available over 5 x morning sessions or 5 x afternoon sessions, across Monday to Friday. This is available for families who receive:</p> <ul style="list-style-type: none"> • Income Support • Universal credit (where net income is less than £15,400 per annum) • Tax credits (where net income is less than £16,190 per annum) <p><u>To check eligibility, please visit</u></p> <p>www.familyspacecroydon.co.uk and follow the links to apply.</p> <p><u>NB:</u> Where you are not eligible for 2 year old funding, you can apply for a paid space, at a cost of £20 per 3-hour morning or afternoon session and £47 all day.</p> | |
| <h2 style="text-align: center;">3 Year old Funding</h2> | <h3 style="text-align: center;">15 hours universal funding</h3> | <h3 style="text-align: center;">30-hour extended funding</h3> |
| | <p>15 hours universal funding is available over:</p> <ul style="list-style-type: none"> • 5 x 3-hour morning sessions OR • 5 x 3-hour afternoon sessions, across Monday to Friday. <p>There is an automatic entitlement for ALL 3 and 4 year old children attending a nursery setting (therefore no need to apply).</p> | <p>30-hour extended funding is available over:</p> <ul style="list-style-type: none"> • 5 x 3-hour morning sessions AND • 5 x 3-hour afternoon sessions, across Monday to Friday. <p>This is available for working families who:</p> <ul style="list-style-type: none"> • Expect to earn at least £125 per week (equivalent of 16 hours of work at national minimum wage) • Earn less than £100,000 per year <p>To check eligibility, please visit</p> <p>www.childcarechoices.gov.uk and follow the links to apply the term BEFORE you intend to use it e.g if you need it for Autumn term (Sept-Dec) your code must be applied for before we break in the summer term (July).</p> <p>Once eligibility is confirmed, you must supply the admissions teams with your 11-digit code, and NI number used to make the application. Eligibility must be renewed every term by re-entering your details with HMRC.</p> <p>NB: 30 hours of funding is used from 8:30-11:30 and 12:30-3:30 (6 hours), Monday to Friday only.</p> <p>The lunchtime session (11:30-12:30) is an additional charge at £35 per week to cover the cost of supervision. A hot lunch is provided free of charge, nursery children are welcome to bring a packed lunch if they would prefer.</p> |

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 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 adjust to our nursery setting.

Teaching & 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.

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

Three 'Prime Areas of Learning', namely:

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

Four 'Specific Areas of Learning', namely:

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



Teaching & Learning

The Curriculum continued...

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 activities on offer. Your child will also take part in focus activities, school 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 workers and key worker groups. 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 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 Parents 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.





Contact Details

For any further information, please feel free to contact the school. Our members of staff are happy to help with any queries from parents or carers. In addition, if you are aware of any parents or carers who may require accessibility support in any way, please do contact us.

Telephone: 01737 553255 (Office)
Email: office@chipstead.croydon.sch.uk /
admissions@chipstead.croydon.sch.uk

*An Exempt Charity, Registered in England, Company Limited by Guarantee No. 08891864 Registered Office:
Chipstead Valley Primary School,
Chipstead Valley Road,
Coulston,
Surrey,
CR5 3BW*

