



# Little Pippins Pre-school Prospectus

Encouraging happy, confident,  
independent learners



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Little Pippins Pre-school

Registered Charity No. 110599

Ofsted Registration Number: 133726



# Welcome

At Little Pippins, our qualified, caring and enthusiastic staff strive to provide a safe and happy environment for every child in which they can learn to extend their skills, knowledge and understanding at their own pace and develop into happy, confident and independent learners by the time they move on to school. We aim to inspire children with activities embracing the natural world, health and well-being, family, the community in which we live and the jobs people do.

Our purpose-built pre-school is set in an idyllic orchard in the centre of the village of Harwell and near to Harwell Primary School. We have a fantastic Forest School area adjacent to our large garden and run regular activity sessions there.

We offer a stimulating and varied program of play for children aged 2 years and 6 months to 5 years for morning, afternoon or full day care. We also offer a Breakfast Club for children aged 3 to 11 years. The Pre-School has close links with Harwell Primary School, including their after school, club giving you access to full wraparound care for your child, and selective access to their swimming pool.

*“Children enjoy a rich and varied learning environment that challenges them to become independent learners.”* Ofsted January 2015

We are regulated by Ofsted and are very proud to have been awarded ‘Outstanding’ in January 2015. We are always looking for new ways to support and engage the children and are committed to the continued development of our staff and the setting.

Little Pippins is a charity run by a volunteer management committee primarily made up of parents/carers of children at Pippins. We urge you to get involved; there are many ways in which we hope to work in partnership with you to positively help shape your child’s experience here.



Vicky Lay  
Chair, Little Pippins Management Committee



# Our Staff

We are committed to providing high quality care at Little Pippins with well-qualified, dedicated and experienced team of 12 staff.

Our Manager, Sam, is a Level 3 childcare practitioner. She has recently joined the team and has years of experience managing a pre-school setting. Vicky is our SEND and Safeguarding Manager; she is also a Level 3 childcare practitioner.

Breakfast Club is supervised by Martha who is also a Level 3 qualified.

All staff are DBS checked to enhanced level and have completed Safeguarding training. Most are qualified Paediatric First Aiders and have also completed Food Safety training. Vicky is our Designated Safeguarding Lead and is supported in that role by Sam and Martha.

## Key Person System

We have a key worker system in place with staff working in three nurture groups each headed by a Level 3 practitioner. Each member of staff takes responsibility for a small number of children to ensure their well-being and nurturing, and for planning and recording their 'learning journey'.

They are also the key point of contact for you, the parents/carers, and will work in partnership with you to make sure we understand your child's learning styles and needs.

*"The staff are all very caring and kind and know the children well. There are always lots of different activities and the staff are very good at engaging the children. Thanks! ". 2018 Parent Survey.*



Sam Abbott  
Manager



Vicky Redman  
SEND and  
Safeguarding Manager



# What we do

## Hours

Little Pippins is open Monday to Friday during term time.

Breakfast Club	8.00am - 9.15am
Morning Session	9.15am - 11.45am
Lunch Club	11.45am - 12.30pm
Afternoon Session	12.30pm - 3.00pm



## Our Day

On arrival, the children self register and then are free to play with the resources that have been selected for the session. The activities are planned by staff, taking into consideration requests from the children and ideas formed from the children's play and interests. Typical activities are painting, water, sand, dressing up, book corner, interest tables, cooking, IT, puzzles and craft projects.

Early in the session we split into our small, key person led nurture groups to welcome and settle the children and have a few minutes discussion about the current themes and activities. At the end of most sessions we have circle games, music, stories or finger rhymes and an opportunity for children to share their news with the group.

We aim to play outdoors in our large beautiful garden every day and often enjoy short walks or visits around the village. We don't aim to teach letters, sounds, numbers etc., the children learn through constant use of them in play, rhymes and signage both inside and outside in the garden.

Healthy snacks and milk or water are available during the morning and afternoon sessions. Children attending Lunch Club bring their own packed lunch.

## Breakfast Club

The Breakfast Club at Little Pippins is for Little Pippins and Harwell Primary School children aged 3-11. Children help themselves from a selection of cereals, breads, yogurts, beans or egg on toast and fruit; and fruit juice and milk to drink.

Various activities are available including board games, puzzles, and crafts. The School children are taken by walking bus to the school in time for the start of the school day.



# Forest School



## What is Forest School?

The Forest School Association describes Forest School “as an inspirational process that offers all learners regular opportunities to achieve and develop confidence and self-esteem through hands on learning experiences in a woodland or natural environment with trees”.

## Where?

Forest School is held on site at Little Pippins, on the left as you enter the car park. At the far end of the car park is a further area where we have planted trees and introduced wildlife friendly habitats to create a new woodland for the future.



## What will the children do?

We run regular child led sessions with small groups of children where they can become little adventurers, climb, dig, hunt, build dens and much, much more! The Leaders are there to keep the children safe, observe and give them help when needed.

We have a fire in the centre of a log circle area. This is a gradual process, starting off with a candle in a lantern, then a small fire in a colander, followed by a fire that they will be able to bake stick bread on. The children learn about fire safety and we only move on through the process if the children are ready.

Snack is a special time at Forest School. We all sit around the log circle and find out what amazing things we have discovered. There is a hand washing station and once they have washed away the mud they sit down and enjoy hot chocolate and a biscuit.

We are very fortunate to be able to offer this amazing experience to our children and all the children will have a chance to attend Forest School at some point during their time at Little Pippins.



# Partnership with Parents

The staff team is committed to working in partnership with parents/carers to provide high quality, safe and stimulating care, learning and play opportunities for children. There are many ways that we do this including:

- Ensuring that all parents and carers are made to feel welcome and valued in all dealings with Little Pippins.
- Involving parents in their child's education and our setting.
- Consulting with parents on a regular basis about the activities that are planned and provided for their children.
- Involving parents in the shared record keeping about their children.
- Regularly meeting with parents to discuss their child's progress and to share concerns if they arise.
- Encouraging parents to become involved in the social and cultural life of the setting and actively contribute to it.

**Little Pippins is a registered charity that exists solely for the benefit of the children who attend and we rely on all parents to be involved in some way.**

- Help out during sessions - each parent is asked to help at one session per term. This enables you to see what the day-to-day life of the pre-school is like and help the children to get the best out of the activities. You may be asked to prepare activities, read stories, tidy up. Maybe you have a particular skill you can share with us.
- Become part of our Fundraising Team - fundraising is integral to the continued development of the Pre-school and is a great fun way to meet other parents. From organising events to helping on the day or baking cakes, there are many ways and levels of being involved so please ask for more information.
- Help with essential maintenance – we regularly have gardening and maintenance days and other ad hoc repairs to do to ensure we maintain a beautiful and safe site for the children and staff. We especially appeal to parents with a trade skill who may be able to help in this way.
- Join the committee- we are run by a volunteer management committee consisting mostly of parents of children at Pippins. The committee is responsible for the administration, financial security and maintenance of the preschool. All parents are warmly invited to attend any committee meeting to keep abreast of what is happening or contribute as you wish.



# EYFS Curriculum

Our aim is to create happy, confident and independent learners who will move on to primary school ready to embrace the next stage of their learning journey. We follow the Early Years Foundation Stage (EYFS) Curriculum and we observe, monitor and plan activities to cover the 7 EYFS areas of learning and development. One activity may cover several areas of the EYFS.



3 Prime areas:

Personal, Social and Emotional development;  
Physical development;  
Communication and language.

4 Specific Areas:

Literacy;  
Mathematics;  
Understanding the World and  
Expressive Arts and design.

We believe that children learn best through play and we assess how they are learning and developing by observing them. These observations form part of the planning of activities to meet their next steps.



## Learning Journey

Learning Journeys are the records of the observations and assessments for a child. We use an online system called Tapestry. Parents can access their child's learning journey and are welcome to add to it online or discuss it with their child's key person at any time.



# Admissions and Fees

## Admission

We take children from the age of 2 years and 6 months to school age. Our main intake is in the September term with admission during the rest of the year dependent on availability.

To register your child and be added to the waiting list, complete a Registration Form and return it with a £20 deposit. We will contact you the term before you would like your child to start. Places are allocated primarily in age order with consideration also being given to funded children (up to 15 hours), children with siblings who attend Little Pippins or Harwell Primary School, children who live in Harwell and length of time on the waiting list.

Parents can choose, subject to availability, which sessions and days their child attends. We generally advise that children should attend at least two sessions a week. Lunch Club is usually only available for children who attend all day. Prior to your child starting, we will arrange for them to have a settling in visit and home visit.

## Funding and Fees

Children are eligible for Universal 15 hours Early Education Funding from the 1<sup>st</sup> of January, April or September after their third birthday. We also accept 2½ year olds eligible for funding. 15 hours funding covers 6 morning or afternoon sessions.

Our fees for unfunded children or additional sessions are reviewed annually. With effect from September 2018, the fees are:

Morning or Afternoon session – under 3 year old	£13.80
Morning or Afternoon session – 3&4 year olds	£11.50
Lunch Club	£ 3.40
Breakfast Club	£ 5.70
Walking Bus from Harwell School or to After School Club	£ 2.15
Late Collection Fee	£10.00
Registration Deposit refundable when your child leaves	£20.00

We have a fund, the Help A Village Child fund, which can help with payment of some fees in certain circumstances.

