



**Providing Full Day Care, Sessional Care, Breakfast,
Afterschool Club & Holiday Club, 50 weeks of the year.**

WELCOME PACK 2015

Boscastle Playschool

Top School, Fore Street, Boscastle

Cornwall, PL35 0AU

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Registered Charity. 1023541

Boscastle Playschool

Learning & Play, Hand-in-Hand

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Welcome to Boscastle Playschool

Boscastle Playschool is a registered charity and a member of the Pre-school Learning Alliance.

We have been open for forty years offering a warm, friendly atmosphere, creating an environment where children feel safe, secure, learning through play, free and guided. Learning is best achieved when it is fun.

The early years are a very special and important time for children and their parents and carers, so we aspire to be supportive in all areas to ensure these special years are enjoyable and fulfilling for you all.

Please read this information booklet as we hope it will give you an insight into the essence of Boscastle Playschool.

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Meet the Staff

Lyn Lockyear: Manager

Lara Tucker: Playschool Assistant

Felicity Price: Playschool Assistant

Katie Leeds: Playschool Assistant

Laurissa Giddings: Playschool Assistant

Anita Roots: Playschool Assistant

Emma Miller: Deputy

Meet the Committee

Steve Coom: Chair

Mel Baber: Committee Secretary

Sarah Hancock: Treasurer

Claire Oxenbury: School Liaison

Lara Tucker: Administrator

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Our Aims

We know that children reach their full potential socially, emotionally, physically and academically through us providing a relaxed, safe and happy atmosphere for all, including children, parents and carers.

All children are individual; therefore we tailor our provision to suit the individual needs of those within our group.

It is known that children learn best through play. Boscastle Playschool aims to provide fun activities in a homely environment in which children can learn whilst having fun.

The way in which our playschool is set up offers a homely feel, with a kitchen area where we eat, a comfy corner in which the children can sit and have some quiet time if they wish and a bathroom with sinks and toilets at the right height for small children.

Our main aim is to provide a caring, nurturing environment inclusive to all.

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Policies

All of our policy and procedures are available for you to look at in playschool, or they can be emailed to you upon request. Please ask a member of staff if you wish to look at our policies and procedures.

These policies and procedures are designed around us as a setting to keep children safe and offer the best possible experience for the children in our care so they can achieve their full potential in all areas of learning.

Comments from parents and carers are always welcome.

Behaviour

We expect a high standard of behaviour and we will always discourage undesirable behaviours.

We show respect for each other, which we achieve by example and by explanation and by showing the children how to care about themselves, each other and our equipment.

We are obliged by law that we have a no smacking policy by anyone on the premises and we fully endorse this.

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Special Needs

The adult to child ratio in playschool enables us to provide individual attention for each child.

We are an experienced team and work closely with professionals within the Special Educational Needs & Disability (S.E.N.D) area.

We are a fully inclusive practice and do not discriminate or judge anyone for any reason, and set a positive example for our children to follow.

Special needs can range from a disability or to using English as an additional language or even just needing that little additional help. If you would like to discuss the settings ability to meet your child's needs, please speak to a member of staff.

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The Session

All of our sessions are flexible and every day is different.

The first half an hour allows the children time to catch up with each other and explore the resources we have out that day, or alternatively decide what resources they themselves would like (as we are very much child led).

Each morning we have snack time, where we provide a healthy snack comprising of a selection of fruit and a slice of wholemeal toast, with a selection of yummy toppings. The children are provided with plastic cutlery and they are encouraged to spread their own toppings.

All of the children have named water bottles which are accessible throughout the day.

Most sessions will have a creative activity where the children are encouraged to take part. This could be painting, gluing, model making, cooking, gardening and lots more. Other activities are placed alongside for the children who are less willing to join in.

Because of the design of our purpose built setting, the children can have free flow use of the playground. They can ride bikes, tricycles and scooters, play in the Wendy House, in the sand or water whenever they wish and be visible to a member of staff at all times.

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All of our children, within the group, are supported on an individual basis to develop their full potential, at their own pace. We offer developmentally appropriate play activities and a high level of individual adult input. We prepare our children to progress with confidence into the National Curriculum when they start school by utilising the nationally approved learning outcomes (EYFS – Early Years Foundation Stage).

Children are individually supported in developing confidence, autonomy and respect through conversation and practical example. They learn acceptable ways to express their feelings and to have respect for the feelings of others.

Each child has a folder which is referred to as their learning journey. In which their drawings (some of them), photos taken of your child during the session taking part in activities and our observations of your child will be kept.

Parents are invited to come and look at their own child's learning journey whenever they wish.

The Wednesday morning session (9:45-11:45) has a different format, depending upon the weather we either take the children down into the Community Centre to have a physical morning, with music, movement and games, or we take the children out and about to explore Boscastle and have lots of exciting adventures.

This enables the Toddler Session to have full use of the facilities at Playschool to paint, cook, dance and have fun with our toddler leader, Katie.

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Opening Times

We are open for 50 weeks of the year. We close for 2 weeks over the Christmas period and all bank holidays.

Term Time

Monday to Friday 8am to 5:30pm

This breaks down into the following

Breakfast Club 8am to 9am (ages 2 - 11)

Playschool 9am to 3pm (ages 2 - 4& 11months)

Afterschool Club 3pm to 5:30pm (ages 2 - 11)

We can offer a service to pick children up from school in the local area and bring them back to afterschool club, please ask for details.

Wednesdays

Toddler stay and play session - 9:45am to 11:45 am.

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Fees

Term Time

| | |
|-------------------------|--------------------------------------|
| Breakfast Club | £3.50 |
| Playschool | £3.50 per hour |
| Afterschool Club | £3.50 per hour |
| Toddler Session | Babies - free, 1 year + - 50p |

Children can bring a packed lunch or a cooked meal from the primary school can be ordered at a cost of £2.20.

Funding

Funding is available for all 3 & 4 year olds in the first term after they turn 3 years old.

Funding for 2 year olds is also available for families meeting certain criteria. To find out if you are eligible please call the Family Information Service on 0800 587 8191.

Holiday Club

Opening times 9am to 5:30pm

9am to 3pm £18

9am to 5pm £24

Or £3.50 per hour

Please note funding cannot be used during holiday club, breakfast club or afterschool club

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Booking

When you book your child into playschool we need to know the days you require in advance so we can have the correct number of staff on duty each day.

Because of this we must state that whatever days you have booked your child into are to be paid for even if you are on holiday or if your child is ill.

You are only committed on a half-termly basis and therefore you can review your options every half term.

That said, during term time we will always try to be flexible so it may be possible for you to increase your hours or change your days, depending on spaces and staffing and if sufficient notice is given.

Invoices & Payments

Term time Invoices are sent out for the following term in advance, this can be paid by cash, cheque, BACS or direct debit.

Holiday Club invoices are sent out at the end of each holiday period and can be paid by any of the ways set out above.

Please ask for our bank details.

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Fundraising Events

In order to maintain our high standards and exceed expectations, wherever possible, we need to fundraise.

Recent events have included:

- **Festival Gala Night**
- **Quiz Night**
- **Children's Disco**
- **Cake Sale**

If you have any ideas that you think would make a good fundraiser please let us know.

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**For further information please visit our Website or Facebook page,
or pop in and see what we have to offer.**

**We look forward to
seeing you soon.**

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