



# All Saints' C.E. (C) Primary School Early Years Foundation Stage Unit



## Welcome to Bobtails!

**Head Teacher: Ms A. Golden**

**EYFS Leader/Reception Teacher: Mrs A. Lewis**

**Nursery Lead: Mrs J. Knight**

**Learning Support Assistants:  
Mrs C. James-Dicken  
Mrs S. Felton**

**EARLY YEARS FOUNDATION STAGE UNIT – Vision**  
To provide a safe and nurturing environment for all children to develop independence  
and a love for learning in order to reach their full potential.

Our Early Years Foundation Stage Unit includes both Nursery and Reception aged children. Together we are 'Bobtails'!

Our Setting aims to:

- Work in partnership with parents.
- Provide a happy, secure and stimulating learning environment.
- Respond sensitively to the needs of individual children.
- Encourage children to be independent learners.
- Provide high quality education whereby children can achieve their full potential

### Nursery:

- Children are eligible for a Nursery place the term following their third birthday. Priority is given to children turning four during the current academic year.
- Applications are made directly to school – see website for application forms.
- Children attend on a part-time or full-time basis. Children receive 15 hours universal funding with the option to extend their hours through paid sessions or 'top-up' funding. A full time place is 30 hours Monday to Friday 9.00am – 3.00pm.

The following options are available:

Mornings	Afternoons	Full days	Combination of full day and half day.	Additional hours (charged)
9am – 12pm	12pm – 3pm (including lunch time)	9am-3pm (including lunch time)	Eg – Monday, Tuesday and Wednesday am.	£14.00 per session £28.00 per day

- Please note that successfully gaining a place in Nursery does **not** automatically guarantee a place in school.

### Reception:

- Children start their Reception year in the September of the academic year in which they turn five years old.
- Applications should be made through Staffordshire County Council's Admissions Page.
- Children attend full-time. The school day is 9.00am – 3.00pm.

For parents requiring extended day provision this can be offered by our wrap-around care private provider who runs a breakfast and after school club. For further details about this service, please contact Dawn James at the 'Extra Time Club'.

### INDUCTION ARRANGEMENTS

We aim to make the transition from home to Bobtails as smooth as possible for your child. Before joining, we invite you to visit the setting where we can share relevant information with you regarding routines, uniform etc. and answer any questions you may have. We will arrange a stay and play session for you and your child. The aim of the session is to familiarise your child with their new environment, key worker and peers. It is also a valuable time for us to get to know your child and their individual needs. Children will also have the opportunity to visit and stay for a short session on their own.

## **BOBTAILS' KEY WORKERS**

At the start of their Nursery and Reception year children will be placed in a home group, and allocated a designated key worker. Their key worker will be responsible for registering, reporting and monitoring their day to day progress and will be your first point of contact.

## **TEACHING GROUPS**

Throughout the day, children will be placed in small groups for focused learning time led by an adult. This will enable children to access the curriculum at a developmentally appropriate level in order for them to reach their full potential.

## **THE CURRICULUM**

The activities the children will enjoy whilst in Bobtails will be planned according to the Early Years Foundation Stage Curriculum (EYFS). The children are provided with experiences to learn through structured activities and carefully planned play.

The curriculum is planned around the following seven areas of learning and development:-

<b>Area of Learning and Development</b>	<b>Aspect</b>
<b>Prime Areas</b>	
<b>Communication and Language</b>	Listening, Attention and Understanding
	Speaking
<b>Personal, Social and Emotional Development</b>	Self-Regulation
	Managing Self
	Building Relationships
<b>Physical Development</b>	Gross Motor Skills
	Fine Motor Skills
<b>Specific Areas</b>	
<b>Literacy</b>	Comprehension
	Word Reading
	Writing
<b>Mathematics</b>	Number
	Numerical Patterns
<b>Understanding the World</b>	Past and Present
	People, Culture and Communities
	The Natural World
<b>Expressive Arts and Design</b>	Creating with Materials
	Being Imaginative and Expressive



## **PATTERNS OF THE DAY**

- **Arrival:**

Nursery children will enter through the front door nearest the field and Reception children will enter through the front door under the canopy.

Children will be encouraged to find their named peg to place their belongings on and book bags will be placed into a box.

- **Self-Registration and welcome:**

Every child is encouraged to 'find their own name' on arrival. Children are then required to place their name in an appropriate basket to indicate whether they will be having a school dinner, packed lunch or going home. The plan for the day ahead is shared appropriately with the children.

- **Carpet sessions:**

This is a focused teaching time for all children which will focus on a particular area of the curriculum, for example speaking and listening, literacy, mathematics, phonics etc.

- **Activity Time (Indoor and outdoor environment):**

Children will access both the indoor and outdoor environment for independent learning. The activities are carefully planned for the children to consolidate and practise skills across the seven areas of learning. The activities planned are linked to the book or the week, half termly themes and children's interests. Children are encouraged to select their own resources and have their own ideas for learning. During this time the children will also complete adult led and directed tasks.

- **Tidy Up Time:**

All children are encouraged to be actively involved in tidy up time. Children are given responsibility to ensure the equipment is put away and the carpet areas are clear.

- **Circle Times:**

We sing songs, share stories and experiences together in our 'home groups' with a key focus of developing vocabulary and speaking and listening skills.

- **Snack and Meal Times:**

Children sit down together to share fruit and milk/water. Children eat their lunch together in the school hall.

- **Home Time:**

At the end of the session, children are collected from the outdoor play area gates. Nursery children arriving or leaving at 12.00 will use the main school entrance.

## **THE WIDER CURRICULUM**

We also develop many new skills through a range of activities outside of the classroom.

- Dance and gymnastics
- Forest school
- Balance and pedal bikes.
- Educational visits
- Themed days and visitors.

## **ASSESSMENT AND PARTNERSHIP WITH PARENTS**

During the first weeks of your child starting in Bobtails, staff will carry out an 'on-entry assessment'. Reception children will complete the 'Baseline Assessment'. Through a process of observation and information from previous settings, each child's current level of development

is identified to help us establish their starting points and next steps. Children's **Learning Journeys** are collated in books in the form of photographs, children's own work and annotated observations. The **Learning Journeys** commence when your child starts in our setting and will continue right through to the end of their Reception year. We welcome parents' contributions through our on-line learning platform 'Showbie' and home learning journey books.

We have an 'open door' policy whereby parents can make an appointment to meet with their child's key worker at any time throughout the school year. Parent consultations are also held termly. At the end of the school year you will be provided with a written summary outlining your child's progress, development and achievements.

## **ATTENDANCE**

It is very important that your child attends regularly. If your child is unwell or there is some other important reason for their absence please let us know by telephoning the school office.

Please note that statutory school age begins the term after your child's fifth birthday. However, we are very keen to promote good habits for attendance and punctuality from the start, in line with whole school policy.

## **SPECIAL EDUCATIONAL NEEDS**

We value the importance of including children with specific needs or disabilities in our setting as we believe it not only benefits the child but also the other children who learn to help and support and in doing so discover tolerance and acceptance.

Regardless of the type or severity of need much emphasis is placed on integrating all children fully into the whole group.

We operate a multi-disciplinary approach and regularly liaise with a range of professionals and outside agencies.

If you have any concerns about your child please inform your child's key worker who will organise a meeting with yourself and the SENCO (Special Educational Needs Coordinator).

## **ILLNESS AND MEDICINES**

If your child is obviously unwell please do not bring them to school but do inform school of their absence. You will be contacted immediately if your child is unwell at school and needs to be collected. If your child has regular prescribed medicine or specific health needs (including inhalers, epi-pens, allergies, epilepsy etc.) you will be required to meet with us to prepare a care plan. If your child requires antibiotics and it is a 3 dose course we advise that you administer your doses before and after the school day. If the course is for 4 doses a day then staff will administer 1 dose at school. Both medicine and consent forms need to be handed to EYFS staff.

## **CLOTHING/UNIFORM**

- Navy sweatshirt or cardigan
- White or navy polo shirt
- Grey or navy jogging bottoms/trousers or skirt.
- PE kit – Navy shorts, white t-shirt and black pumps
- Forest school - Wellington boots

A labelled draw string bag with a change of clothes is a good idea and can be kept on your child's peg in the cloakroom.

Could we also ask that **all** items of school uniform, including shoes and coats are clearly labelled with your child's name.

## **HAIR**

If children wear long hair we recommend that this be tied back and kept off the face. No extreme or coloured styles.

## **JEWELLERY**

Due to the nature of experiences available in Bobtails and the age of the children we ask that no jewellery is worn. If your child has their ears pierced then earrings will need to be removed prior to attending their session. Watches are not advisable due to water and messy play activities.

## **BOOKBAGS**

All children are required to have a book bag to keep their reading books, diaries and home learning journey books in.

## **WATER BOTTLES**

All children will require a water bottle. School style water bottles can be purchased from the school office. However, if your child cannot yet recognise their name you may feel it more appropriate to provide an alternative, familiar bottle. Bottles should be plastic (shatterproof), clearly named and identifiable.

## **SNACK**

As a health promoting school we provide the children with a healthy snack every day, e.g. fruit, milk or water. Milk is free of charge up until your child's fifth birthday.

## **ARRIVAL AND COLLECTION OF CHILDREN (9am – 3pm)**

Children must always be brought to and collected from the Foundation Stage Unit. When dropping off or collecting your child you may wait on the front playground (no earlier than five minutes before the start/end of a session). You are required to inform a member of Early Years staff if he/she is to be collected by someone other than yourself.

In the interest of health and safety please keep your child/children away from the school field and off any outdoor climbing equipment at the start and end of their session.

