

Peter Pan Playschool Information

Location and Hours:

Sessions are held in the main hall at Eastwick Road Church Hall, Keswick Road, Bookham, on Monday-Friday 9.10am – 12.10pm, with extended hours until 1.10 and 2.40 available on Monday, Thursday & Friday.

Ages: 2 years until School-age

We are registered by Ofsted to accept children from age 2. It is vital that parents are aware that although we do carry a small selection of toys for this age group, the majority of our equipment carries the obligatory warning 'not suitable for children less than 36 months'. Our staff will ensure however, that full care is taken with these children with certain pieces of equipment.

Fees:

The fees for playschool are currently £6.50 per hour.

Fees are payable each half term in advance.

They continue to be payable if your child is absent, ie. illness or holidays. In cases of prolonged absence, parents should consult the committee.

Government Funding:

We are registered to receive Free Early Education funding which pays for the sessions an eligible child attends at our playschool up to 15 hours per week. Funding commences in the term after your child turns 3, and is available for all children up to 38 weeks per year. We also accept FEET funding (Free Early Education for two years olds who are eligible), and the 30 hours entitlement for eligible working families. Your funding can be split between settings if required. (We are open 36 weeks per year – the remaining 2 weeks of your entitlement can not be used elsewhere).

Staffing:

We have five members of staff in attendance each session, and we maintain above statutory adult:child ratio's to ensure each individual child's needs are met. Currently all our staff members are qualified in Early Years and at least one trained first aider is in session (6 of our current team of 9 are first aid trained). All staff members are fully DBS verified, and undertake regular safeguarding children training. A full list of our staff and their qualifications can be obtained from the Playschool Manager, and are also listed on our website. The Playschool Manager and her team are responsible for the day-to-day running of the group.

Peter Pan Friends:

The playschool is run by an elected, enthusiastic committee, which ensures that all major decision-making is in the hands of the parents of the group. The Friends (formerly committee) are responsible for reviewing policy and practice for the employment of our staff, along with fundraising. Committee meetings take place every half term, and are open to all playschool families.

Key Person System:

Before your child starts with us, he/she will be appointed a key person. Each member of staff has a key group of children that they support, and in this way, each child has one special adult to relate to, which can make settling into playschool easier. In addition, the key person is in a position to tailor playschool activities to the unique needs of your child. The key person works with parents through shared record keeping, and will be pleased to answer any questions or queries you may have regarding your child at playschool. The key person files are updated regularly and assessment and observations are logged on an online learning journey, which parents can access from home or at the setting. Records are kept strictly private and confidential, and parents only have access to their own child's online learning journey.

Special Educational Needs and Disability (SEND): Peter Pan playschool is an inclusive setting which aims to meet the needs of all children and families who attend. Our playschool adheres to the DFEE code of practice on the identification and assessment of children with SEND. Our special educational needs and disability coordinator (SENCO) ensures that record keeping, liaisons with parents and outside agencies and training of staff is kept up to date. The key person and SENCO work together to ensure each child is able to progress at his/her own rate in all areas of development.

If you would like to discuss the playschool's ability to meet your child's individual needs, please speak to the SENCO or Playschool Manager.

Admissions:

Applications for admissions will be accepted for children from birth. Children must be 2 before starting.

How to Apply:

Parents should complete an application form and send it to the Playschool Manager who will then send out a registration form offering a confirmed place. Application forms can be obtained by telephoning Peter Pan Playschool on 07908 018924, or emailing the Playschool Manager on peterpanplayschool@gmail.com, or via download from our website www.peterpanplayschool.co.uk

Offer of a Place:

To confirm acceptance of a place, parents should return the registration form along with the £30 administration fee. For those children in receipt of FEE/FEET funding when they join us, we ask for this as a voluntary contribution towards our running costs where possible. Non-payment would have no impact on the offer of a funded place with us.

Peter Pan Playschool's Aims

At Peter Pan Playschool, we believe that pre-school children benefit most from learning through play. This process informally lays the foundations for the future. Our aim is to provide a happy and stimulating play experience that enables children to become sociable, confident learners who are "school ready" when they move on. This is achieved by:

- Providing a structured play session based around the 7 areas of the Early Years Foundation Stage. We understand the importance of the prime areas and support all children as they develop at their own rate.
- Ensuring each area of the playschool is carefully planned to provide an inviting opportunity for children to explore, and learn to make independent choices whilst ensuring they access all areas of the curriculum.
- Observing and assessing each child through the key person approach to ensure their individual needs are met.
- Making sure any technology at playschool has been selected for its social opportunities – we limit screen time as we feel this is a solitary activity, best kept for home use.
- Teaching British Values, and valuing every member of our community as individuals.
- Having a highly experienced staff team confident to work with families and outside agencies to ensure all children at Peter Pan thrive.



PETER PAN PLAYSCHOOL
07908 018924

Ofsted Registration

We are visited regularly by an Ofsted Inspector to ensure we are following the Statutory framework. This involves inspecting our premises and observing our staff. Our last inspection was in February 2018 and we were graded as "good". A copy of this report is available on request, or online at www.ofsted.gov.uk

Equal Opportunities

It is our intention to make our playschool genuinely accessible to children and families from all sections of the community. We operate an equal opportunities practice in both our admissions and employment policies.



www.peterpanplayschool.co.uk
www.facebook.com/PeterPanPlayschool



Registered Charity No: 1023363



Learning
through social
and
imaginative
play

INFORMATION
BOOKLET

07908 018924

peterpanplayschool@googlemail.com