



PETER PAN PLAYSCHOOL



PROSPECTUS 2025 - 2026

Playschool sessions are held in the main hall at Eastwick Road Church on Keswick Road, Bookham on Monday – Friday from 9.10-12.10, with optional extended sessions running until 1.10 and 2.40 on Monday, Tuesday, Thursday and Friday. We are Ofsted registered and accept children from age 2 until school age – we are a mixed setting with all ages in the same environment which supports personal, social and emotional development and communication and language. Many of our resources may be age 3 plus, but high staff ratio's ensure younger children are kept safe.

Playschool fees are currently £8.50 an hour.

Fees are payable half termly in advance and continue to be payable if your child is absent. We are registered to receive Free Early Entitlement (FEE) funding, FEET (Free

Early Entitlement for Two year olds) funding and the working parent entitlement for eligible children. All children are eligible for FEE funding for 15 hours per week from the term after their 3rd birthday, and working parents may be able to access 30 hours per week for children from 9 months. Some 2 year olds may be eligible for FEET funding . More information is found here

www.beststartinlife.gov.uk

We are open 36 weeks per year.

We have 5/6 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. We are a team of 9, with 6 staff being qualified (1 is currently completing the level 3). 7 staff members are first aid trained All staff are DBS vetted and complete yearly safeguarding training. Full details of the staffing team are available on our website. We are a not for profit charity, run by an enthusiastic committee which helps keeps costs low, and ensures the children are at the heart of all decision making.

OUR ETHOS

We believe young children learn best through play. This lays the foundations for future learning. Our aim is to provide a happy and stimulating play environment that enables children to become sociable, confident learners who are "school ready" when it's time to move on. Being a mixed environment, we find the younger children learn so much from the older children - language, play skills and confidence, and the older children really learn empathy as they support the younger children. Caring for each other and feeling part of something special is at the heart of Peter Pan.

Our Aims

- To provide a structured play session 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.
- To ensure each area of the playschool is carefully planned to provide inviting opportunities for children to explore and learn to make independent choices whilst ensuring they access all areas of the curriculum. We do this through carefully planned small group adult led activities as well as the continuous provision and the resources and routine offered daily.
- To observe and assess each child through the key person approach to ensure their individual needs are met.
- Whilst technology is an important part of the curriculum, screen time can be quite a solitary activity, so we ensure any technology offered at playschool can be used in a social way.
- To promote British Values, and ensure every member of the Peter Pan family feels valued, supported and heard.
- For all children to thrive - this is achieved through working with parents and outside agencies where appropriate to ensure all children are able to make the right level of progress for them.
- For children to be kept safe from harm - our staff team are highly knowledgeable about their safeguarding responsibilities.
- To make playschool genuinely accessible to children and families from all sections of our community. We operate an equal opportunities practice in both our admissions and our employment policies.



Before your child starts with us, they will be assigned a key person. The role of the key person is to bridge the gap between home and playschool, and they will form a strong bond with you and your child. Through using the Thrive Approach, all staff get to know your child and are attuned to their individual needs. The key person will spend time settling your child, and will be responsible for keeping you up to date with how your child's progressing. We use

Tapestry an online learning journey to share photo's and notes and ask you to do the same to share any wow moments from home. We offer a formal parent's evening twice a year so you can have a brief meeting to discuss your child's progress, and we also have a parent rota, so you are welcome to come and stay for a session any time to see your child at play with peers and also to have an informal catch up with your child's key person. If you have any greater concerns, you are always welcome to arrange a meeting with your child's keyperson/the manager/the senco during session. We will complete a 2 year progress check, and share this with you as this is a vital tool to help identify any areas that may need a little more support.

We are an inclusive setting, and are incredibly proud of our positive reputation for supporting children with Special Educational Needs and Disabilities. We have successfully supported many families through the Education and Health Care Plan process, and several of our children have moved on to special schools, or received support to enable them to thrive in mainstream schools. We follow the SEND code of practice and Venita as Senco works closely with Louise and other staff members to use the Graduated response to ensure the right support and intervention is put in place at the right time. We work closely with external agencies and the Surrey Early Years Educational Effectiveness team and SEND team to ensure additional staffing can be put in place to provide 1:1 support if required.

Further information

- In 2023/24 we transferred playschool from a traditional charity, to becoming a charitable incorporated organisation. Part of this process meant having to re-register with Ofsted and we officially closed Peter Pan Playschool and re-opened as Peter Pan Playschool (CIO) in February 2024. We will be Ofsted inspected within 30 months. We were however inspected under our previous registration in January 2024 and you can see the report here <https://reports.ofsted.gov.uk/provider/16/122566> . Although we are operating under the new registration, there have been no changes to the day to day running of playschool.
- We are part of a local forum, Lighting Up Learning, where we work closely with other early years settings and the reception teachers at local schools to help ensure the transition to school is as smooth as possible. Changes we've implemented through this forum include supporting parents with separation and encouraging children to come in on their own, and helping parents understand the importance of self-help skills like hanging up their own coats and putting on their shoes.
- Many of our staff have completed Makaton training, and we use signing to support key words and phrases.
- We have a library where children can bring home a book each day to help foster an early love of reading.
- During the session we use music to support transitions. At 9.30 we play our "hello song" where we come to the carpet and sing hello to each other and complete our self-registration. At 11.30 we play our tidy up song, where children help clear the table tops ready for group time. This is followed by our "stamp and clap" song, where we all come to the carpet, join in the actions and then split into our small groups for an adult-led activity. Once children have started to finish the activity, we have our marching song, which leads into story and singing time. Having these routines embedded in the session really help the children settle and feel secure in the routine and environment. We also have a visual timetable to support the routine.

Admissions Process

Applications for admissions will be accepted for children from birth, but children must be 2 years old before they can start.

To apply, parents should complete an application form and return it to the Playschool Manager who will email an offer of a place if one is available. To accept the place, parents must return the registration form along with the £30 administration fee. For children accessing FEE/FEET hours, the administration fee is voluntary and non-payment would have no impact on the offer of a funded place with us.

www.peterpanplayschool.co.uk
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We also have a facebook page <https://www.facebook.com/PeterPanPlayschool/>



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