






Pre School at Elburton Primary School

Information when starting at Pre School 2025



Staff	General information		Health and safety	Education/assessment	
EYFS Lead Mrs Chantal Churchill chantal.churchill@elburtonprimary.co.uk Pre School SENDCo Mrs Taffeta Sammels taffeta.sammels@elburtonprimary.co.uk Preschool Lead Practitioner Mrs Vicky Gibson victoria.gibson@elburtonprimary.co.uk Early Years Practitioners Mrs Naomi Opie SENDCo assistant Mrs Dani Brown Mrs Catherine Davey <i>Pre School Apprentice</i> Key Workers Your child will be allocated an Amazing Adult We work as a team to look after the needs of the children. Your child will work individually and in small groups with their 'Amazing Adult'.	<u>Sessions</u> AM 8.30 – 11.30 Lunch club 11.30 – 12.30 PM 12.30 – 3.30 Please enter through the main entrance where you will be greeted by a member of staff. There will always be one of our 'Amazing Adults' on the door if you have any questions or concerns that you would like to discuss. Additional hours are charged at the following rates: 2yr olds £9.50per hour 3-4yr olds £6.50per hour if not covered within your funded hours. <u>School Dinners</u> If you would like your child to have a School meal, they are charged at £1.40 per meal (subject to change). The meals are prepared at in the main school site. This is where we eat our lunch everyday.		<u>Collection</u> Please inform us who will be collecting your child at the end of their session. If there is any change, please inform the preschool office on (01752) 404489. The end of the pm session is 3:30pm. Parents / Carers can collect between 3.15-3.30pm. We will open the gate at 3.15pm and send the children out as parents arrive after having collected their siblings from the main school. There are late collection fees ranging from £10 - £25 that will be enforced. Please see policy on the School website.	<u>Oracy</u> Oracy is a focus at Pre School. Oracy is the skill to be an effective communicator. We will encourage your child to be a 'successful language learner'. Please make the most of your conversations, tell each other about your day, listen and talk to each other. We know that life is busy but communicating is of the greatest importance. <u>Speech Development</u> If you have any concerns about your child's speech development or if you feel that your child needs a referral to a Speech and Language Therapist, please speak to us regarding this.	<u>Early Years Foundation Stage Framework</u> We prioritise the Prime areas of learning: Physical Development Personal, Social and Emotional Development Communication and Language We also record their development in the specific areas of learning, which are: Literacy, Maths, Understanding the World, Expressive Arts & Design.
	<u>Breakfast Club</u> Preschool children can attend The Den for Breakfast club. This runs from 7:30am. Please contact Mrs Yabsley, The Den manager on theden@elburtonprimary.co.uk for further information	<u>Independence</u> We love to foster independence in your children so we encourage them to hang up their own coats and put their belongings away. Due to the location of the pegs, please leave your child at the door – an adult will support them in putting their things away.	 <u>Outdoor Learning</u> We will hold regular Wild Tribe sessions at our Forest School site in Elburton Primary School. These will be varied and on different sessions so that all children experience this learning. Wellies and Waterproofs to stay in all year. We access the garden and Wild Tribe School Site regularly and muddy/wet play is part of our provision all year around)	<u>Self Regulation</u> We encourage the children at Pre School to begin to recognise their emotions and regulate their behaviour using stories and our characters; Sammy Stop and Charlie Choice. <u>Screen Time</u> The NHS recommends that Preschool children (2–5 years) have up to one hour per day. Too much screen time can hinder a child's cognitive, physical, and social development.	<u>Baseline Assessment</u> When your child first starts with us our highly skilled adults will spend time in getting to know your child, their likes and dislikes and what motivates them to learn. <u>Family Engagement</u> You will be regularly invited into events throughout the school year that include joining your child for activities. These may include walks in the local area, trips, stay and play sessions and Sports Day. <u>Stay and Play Sessions</u> The Stay and Play sessions give you the opportunity to talk to your child's amazing adults about their progress, development and any concerns that you may have.
	<u>What does my child need to bring?</u> Book bag, Waterbottle, Spare change of clothing in bookbag every session including pants and socks. Nappies and wipes if applicable. Lunch box (if applicable) Please ensure that EVERYTHING is named.		<u>SEND</u> Early identification of needs in Pre School is vital because early intervention can significantly improve a child's developmental outcomes, reduce the severity of later challenges, and provide the best chance for children to reach their full potential. If you have any concerns regarding your child's developmental progress then please speak to your child's amazing adult.		

Home/school links	Uniform and clothing	Money matters
<p><u>Class Dojo</u></p> <p>Class dojo is a learning platform that allows practitioners to document and share learning experiences from Pre School with families via a web browser which will enable you to access the content on any device.</p> <p>Class Dojo has a communication feature, such as a feed for photos and videos and messaging that can be translated into more than 35 languages.</p>  <p>You can arrange to talk to your child's amazing adult at anytime and also message via the Dojo Message function.</p> <p>We encourage you to share events that happen at home too. This gives your child the perfect opportunity to share their experiences, develop confidence and celebrate achievements.</p>	<p><u>Uniform/clothing</u></p> <p>Please ensure that your child is dressed in clothes where they can move freely. Your child will be discovering the world around them and exploring whilst at Pre School. There will be a range of different experiences. Please ensure that your child is in clothing that can be easily washed.</p> <p><u>School jumpers and cardigans</u></p> <p>Elburton Sweatshirts and T Shirts with the school logo on are available to buy online from www.plymouth.trutex.com or telephone them on 01752 491353 if you wish to purchase them.</p> <p>They will be at our Stay and Play session on Monday 14th July 2025 at 3:30 – 4:15, so that you can try items on and purchase if you wish.</p> <p><u>Welly Boots and Waterproofs</u></p> <p>Send in wellies and waterproofs named. These will stay in preschool and be sent home at half terms for washing. Every child will have yearly access to garden so they will need these items daily to stay warm and dry. Each child will have their own peg under our patio to hang them. If they get especially wet/ dirty, we will send them home on an individual basis for washing.</p> <p><u>Coats</u></p> <p>Children must bring a coat every day. These might come home dirty or a little bit wet due to the play experiences we provide.</p>	<p><u>Important Nursery Grant Funding:</u></p> <p><u>Declaration Forms</u></p> <p>Early Years declaration forms are completed each term. Children are automatically eligible for 15 hours of funding the term after they are 3 years old. If you wish to access 30 hours funding (15 hours more than the automatic 15hours) or the new 2 year old 15 hour funding (which will increase to 30 hours from September 2025), your application must be done online, the term before you want the funding to start. (Working Parent Entitlement) https://www.gov.uk/apply-30-hours-free-tax-free-childcare.</p> <p><u>Unique Code</u></p> <p>If eligible, you will be given a unique code, which must be re-confirmed online every 3 months from when you first applied. It is the parent's / carers responsibility to make sure your child's funding status is kept up to date .</p>
<p><u>FEPS (Friends of Elburton Primary School)</u></p>  <p>Friends of Elburton Primary School are the charity which supports the children of Elburton Primary school and are always welcoming volunteers.</p> <p>There are regular events and sales that happen throughout the year which raise much needed funds for the School and Pre School.</p> <p>Pre Loved uniform can be purchased through FEPS, this will be advertised on Class Dojo as well as all of the other incredible events that are organised; Colour Run, Circus, Discos, Treat sales, Wine and Wisdom (adults only), School Fairs.</p> <p>We look forward to you becoming a member of FEPS too.</p>	<p><u>Shoes</u></p> <p>Closed shoes must be worn at all times. Strappy sandals are not suitable. Shoes should have Velcro fastenings (no laces) so children can take their shoes off and put them on independently.</p> <p><u>Book bags</u></p> <p>Every child must have a book bag so that your child can bring their learning home from Preschool.</p> <p>Bookbags and school uniform items are available to purchase from the Plymouth Trutex shop 01752 491353.</p> <p><u>Illness</u></p> <p>Please phone the office (01752 404489) if your child is absent from Preschool. Children should not attend if they are ill and must be away for 48 hours following sickness/diarrhoea. If your child is still absent from Pre School you will still be charged for their missed session, it will not be rescheduled.</p>	<p><u>Stretched and Standard Funding</u></p> <p>Please be aware, to ensure your 30 hour funding can be allocated, Elburton Preschool will require your 30 hour code and NI number of parent/carer who applied.</p> <p>One setting cannot claim a mixture of Stretched and Standard funding for the same child. If a child is receiving standard funding at Elburton Pre School for a maximum of 15 hours per week (or 12 if you are already on a stretched offer), the maximum stretched funding you can receive at a nursery is 12 hours stretched.</p> <p>Parents/carers currently accessing the stretched offer must agree to continue to do so for the year up to the end of the financial year (31 March 2026)</p> <p><u>Birth Certificate</u></p> <p>Please supply a copy of your child's birth certificate for Government Funding Purposes. Please take this to the School Office where we can take a copy for you if you require us to.</p> <p><u>Pre School Voluntary Fees</u></p> <p>We ask for a voluntary contribution £15 per half term. This is payable via Arbor and can be paid termly or in one instalment. The consumables costs cover a variety of learning activities to enhance your child's learning experiences.</p> <p>Please contact Jo Oak with any funding questions that you may have. preschool@elburtonprimary.co.uk</p>