

The Young Ones Prospectus



The Young Ones
Preston Community School
Monks Dale
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We provide care and education for children between the ages of 2 and 14 years.

We are open for 39 weeks each year for playschool and afterschool.
We are open in school holidays for children from 2yrs to 14yrs.
We are open from Monday to Friday (except for public holidays).

The times we are open are

Playschool	9am - 4pm
Afterschool	3pm - 6pm
Holiday club	8am - 6pm

We are located in the grounds of academy status Preston School, but we have no commercial or business connection with the school. We have a partnership agreement for using their land, maintenance, sharing facilities and resources. We are a wholly independent, non-profit organization. The manager of The Young Ones is Jane Bowditch, who is supported by four dedicated and long-serving staff.

The Young Ones operates from a large 54ft x 24ft Portacabin with all mains services connected, set in a totally enclosed two thirds of an acre play garden.

The Young Ones aims to

- Provide high quality care and education for children
- Work in partnership with parents to help children to learn and develop
- Add to the life and wellbeing of the local community
- Offer children and their parents a service that promotes equality and values diversity
- Provide an environment where parents are partners in helping each child to learn and develop
- Encourage parents to share in shaping the environment, facilities and processes to best serve the children.

The Young Ones accepts that parents have the right to be

- Valued and respected
- Kept informed
- Consulted
- Involved
- Included at all levels.

We aim to ensure that each child

- Is in a safe and stimulating environment
- Is given generous care and attention by maintaining a high ratio of qualified staff to children, as well as encouraging volunteer parent helpers.
- Has the chance to join with other children and adults to live, play, work and learn together.
- Is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do
- Is allocated a Key Worker who makes sure each child makes satisfying progress.



Children's development and learning

The guidelines we use to create our plans are the Early Years Foundation Stage (EYFS).

Meeting the individual needs of all children lies at the heart of the EYFS. We deliver learning, development and care to help all children get the best start in life, by providing interesting and stimulating activities appropriate to each child's age and stage of development.

The EYFS guidelines are applicable from birth until the end of their reception year at school.

The guidelines divide children's learning and development into seven areas: Personal, social and emotional development; Communication and language; Literacy; Mathematics; Understanding the world; Physical development; and Expressive arts and Design.

At The Young Ones we aim to implement the EYFS principles wherever possible and appropriate. More detail is provided in the following paragraphs.

Personal, social and emotional development

This area of children's development covers:

- Having a positive approach to learning and finding out about the world around them
- Having confidence in themselves and their ability to do things, and valuing their own achievements
- Being able to get on, work and make friendships with other people, both children and adults
- Becoming aware of - and being able to keep to - the rules which we all need to help us to look after ourselves, other people and the environment
- Being able to dress and undress themselves, and look after their personal hygiene needs
- Being able to expect to have their ways of doing things respected and to respect other people's ways of doing things.

Communication and language

This area of children's development covers:

- Being able to use conversation with one other person, in a small group and in large groups to talk with and listen to others
- Adding to their vocabulary by learning the meaning of - and being able to use - new words
- Being able to use words to describe their experiences
- Getting to know the sounds of letters that make up the words we use

Literacy

- Listen to, and talk about, stories
- Knowing how to handle books and understanding that they are a source of stories and information
- Knowing the purposes for which we use writing
- Making their own attempts at writing.

Mathematics

This area of children's development covers:

- Building up ideas about how many, how much, how far and how big
- Building up ideas about patterns, the shape of objects and parts of objects, and the amount of space taken up by objects
- Starting to understand that numbers help us to answer questions about how many, how much, how far and how big
- Building up ideas about how to use counting to find out how many
- Being introduced to finding the result of adding to and taking away from the amount we already have.



Understanding the world

This area of children's development covers:

- Finding out about the natural world and how it works
- Finding out about the human world and how it works
- Learning how to choose, and use, the right tool for a task
- Learning about computers, how to use them and what they can help us to do
- Starting to put together ideas about the past and the present and the links between them;
- Beginning to learn about their locality and its special features
- Learning about their own and other cultures.

Physical development

This area of children's development covers:

- Gaining control over the large movements that they can make with their arms, legs and bodies, so that they can run, jump, hop, skip, roll, climb, balance and lift
- Gaining control over the small movements they can make with their arms, wrists and hands, so that they can pick up objects, tools and materials
- Learning about the importance of, and how to look after, their bodies.

Expressive arts and Design

This area of children's development covers:

- Using paint, materials, music, dance, words, stories and role-play to express their ideas and feelings
- Becoming interested in the way that paint, materials, music, dance, words, stories and role-play can be used to express ideas and feelings.

Working together for your children

At the Young Ones we follow the statutory framework for the Early Years Foundation Stage which is approved by OFSTED. We maintain the correct ratio of qualified adult staff to children. This ensures that we

- Give time and attention to each child
- Talk with the children about their interests and activities
- Help children to experience and benefit from the activities we provide
- Allow the children to explore and be adventurous in safety.

Our most recent OFSTED inspection was in May 2016, please ask if you wish to see a copy of the report.

Liaison with other Professional Bodies

We work within the rules of the Somerset Local Safeguarding Children Board.

We have a copy of the Area Child Protection guidelines for staff and parents to see at any time.

We notify the registration authority (OFSTED) of any incident or accident and any changes in our arrangements, which might affect the wellbeing of children.

We have procedures for contacting the local authority on child protection issues, including maintaining a list of names, addresses and telephone numbers of social workers to ensure that it is easy, in any emergency, for The Young Ones and Social Services to work together. If a report is to be made to the authorities, we act within the Area Child Protection guidelines in deciding whether we must inform the child's parents at the same time.



The Young Ones staff are

Name	Position	Qualifications and experience
Jane Bowditch	Manager, DSL	NVQ level 3, NNEB, 52 years
Emma Harding	Deputy manager, SENCO	NVQ level 3, first aid, 23 years
Sam Gosney	Deputy Manager, DSL	NVQ level 3, first aid, 17 years
Emma Gilbert	Supervisor	NVQ level 3, first aid, 14 years
Geneve Greenhalgh	Supervisor	NVQ level 3, first aid, 10 years

How parents can participate in The Young Ones

We recognise parents are the first and most important educators of their children. Our staff see themselves as partners with you in providing care and education for your child. There are many ways in which parents can take part in making The Young Ones a welcoming and stimulating place for children and themselves, such as

- Exchanging knowledge about their children's needs, activities, interests and progress with the staff
- Helping in the play and educational activities
- Sharing their own special interests with the children
- Helping to provide, make and look after the equipment and materials used in the children's play activities
- Taking part in events and informal discussions about the activities and curriculum provided by The Young Ones
- Joining in community activities in which The Young Ones takes part
- Building friendships with other parents, sharing experiences and enhancing parenting skills.

Parents can come and join in whenever they feel like it. We always appreciate your input. We welcome parents to drop in to see The Young Ones at work or to speak with the staff. We welcome any help, ideas participation in our activities.

Key Workers and your child

The Young Ones operates a Key Worker system. This means that each member of staff has a group of children for whom she/he is particularly responsible. Your child's Key Worker will be the person who works with you to make sure that what we provide is right for your child's particular needs and interests. When your child first starts at The Young Ones, the Key Worker will help your child to settle in, and will be responsible afterwards for making sure your child gets maximum benefit from his/her stay at The Young Ones

Records of achievement

We keep a record of achievement for each child. The Key Worker will work with the parents to ensure the record is an accurate and complete identification of the child's needs, activities, interests, achievements and progress. This information will enable the Key Worker to pinpoint your child's stage of progress, and to plan the next stage appropriately. Your child's record of achievement helps us to celebrate together his/her achievements and to work together to provide what your child needs for his/her wellbeing and progress. Your child's record of achievement is available for you to see at any time



Staff training

As well as gaining qualifications in early years care and education, The Young Ones' staff take part in further training to help them to keep up-to-date with the latest research and guidance about early years care and education. We also keep ourselves fully aware of the latest best practice in early years care and education through the Pre-school Learning Alliance's magazine 'Under Five', their newsletters and other publications produced by the Pre-school Learning Alliance.

Parents' learning opportunities

As mentioned earlier, The Young Ones welcomes maximum parental involvement in our daily activities. We can also actively help, plan and encourage any parent who wants to gain the practical skills and experience needed to achieve any formal qualifications in childcare

The Young Ones timetable and routines

We believe that care and education are equally important in the experience which we offer children. The routines and activities that make up the day at The Young Ones are provided in ways that:

- Help each child to feel that she/he is a valued member of the setting
- Ensure the safety of each child;
- Help children to gain from the social experience of being part of a group
- Provide children with opportunities to learn and help them to value learning.

We organise the day so that children can take part in a variety of child chosen and adult led activities. These take account of children's changing energy levels throughout the day. We cater for children's individual needs for rest and quiet activities during the day.

Outdoor activities contribute to children's health, their physical development and their knowledge of the world around them. Our plans are on view for you to see what your child is doing throughout the week.

Snacks and meals

We see snacks and meals as a social time during which children and adults eat together. We plan the menus and snacks and meals so that they provide the children with healthy and nutritious food. Do tell us about your child's dietary needs and we will make sure that these are met.

Policies

Copies of The Young Ones' policies are accessible by the entrance. The policies help us to make sure that the service we provide is a high quality one and that being a member of The Young Ones is an enjoyable and beneficial experience for every child and their parents.

Special needs

As part of our policy to make sure that The Young Ones meets the needs of each individual child, we take into account any special needs a child may have. We operate to the requirements of the 1993 education act and the special educational needs code of practice (2000).

Our special educational needs co-ordinator is Emma Harding.

Fees

Fees are £3.75 per hour paid weekly or monthly. For further information, see our Fees Policy document



Planning for your child's place with The Young Ones

We are registered to receive the Early Years Entitlement funding. Therefore many of our three- and four-year-olds can receive most of their pre-school sessions FREE of CHARGE. If your child is funded you are entitled to 15 hours free of charge per week for 38 weeks. You can use a minimum of 2½ hours at one time and a maximum of 7 hours in one day. Working parents may be able to claim the Extended Entitlement; please talk to a member of staff who can advise on whether you can claim.

Any extra hours over and above your Entitlement will be charged at £3.75 per hour. We can also accept Child Care Vouchers

Starting at The Young Ones

We want your child to feel happy and safe with us. To make sure that this is the case, the staff will work with you on the first day to decide on how best to settle your child into The Young Ones. See our Settling-in Policy for more information.

Clothing

We encourage children to gain the skills that help them to be independent and look after themselves. These include taking themselves to the toilet and taking off, putting on, their coats. Clothing that is easy for them to manage will help them do this. We encourage messy play so please bear this in mind. We have no need for the children to keep their clothes clean.

Room for hire

The young ones room is available to be hired for £20.00 for parties and meetings.

We hope that you and your child enjoy being members of The Young Ones and that you both find taking part in our activities interesting and stimulating. The members of staff are always ready and willing to talk with you about your ideas, views or questions.