

Pikemere Early Years Foundation Unit



Information Pack

Welcome to Pikemere Early Years Foundation Stage Unit

We very much hope that you and your child will enjoy your time within the Early Years Foundation Stage Unit. The Foundation Unit enables us to offer provision to children who are 3 and 4 years old (Foundation Stage 1), prior to starting school formally (Foundation Stage 2).

Your child is at a crucial stage in his/her development with research showing that children learn more rapidly in the first seven years of life than at any other time. It is therefore important that the children are given every opportunity to fulfil their potential. As a parent you play a vitally important role. At Pikemere School we hope to play our part by offering your child a variety of experiences and activities designed to further their individual development.

This handbook is intended to give you information about the Foundation Stage, but please do not hesitate to contact us if you have any queries or concerns.

All About Us

Our contact details are:

Pikemere Primary School
Pikemere Road
Alsager
ST7 2SW



Telephone: 01270 874237

Email: admin@pikemere.cheshire.sch.uk

Our Aims

Pikemere School is:

- A place where learning is fun
- A place where children are prepared for their future
- A place where all efforts are acknowledged and celebrated
- A place where everyone is valued and respected as an individual
- A place where we will educate our children about equality and diversity and where we pledge to meet the needs of all our individuals
- A place where everyone is encouraged to be part of and contribute to the community
- A place where we encourage everyone to make healthy life choices

Early Years Foundation Stage Team

Head Teacher

Mr A Hughes

Teachers

Mrs Beech and Mrs Ashton

Office Manager and Admissions

Mrs Robinson

When does Foundation Stage 1 start and finish?

The Pikemere Foundation Stage Unit will be open during term time and would follow the same holidays as the school. Holidays are published in advance and can be found on the Pikemere website www.pikemereschool.com. There will also be a copy in your welcome pack.

Foundation Stage 1

A full day is 8.45-3.15

Morning club - £5.50 and not included in the free hours is 8.45am-9.15am

The **morning** session is from 9.15am – 12.15pm (children who are in for the morning session require a lunch

(3 hour session- Funding may be used/or £18.00 per session)

The **afternoon** is 12.15pm-3.15pm

(3 hour session- Funding may be used/or £18.00 per session)

You have the option of sending your child with a packed lunch or purchasing a school lunch at the cost of £2.95 per day.

After school care

For families requiring Wraparound care, we run a before and after school club on site, Play@Pikemere. For more information please contact the school office on 01270 874237 or email wraparound@pikemere.cheshire.sch.uk. Play@Pikemere is open from 7:30am and closes at 6pm, apart from a Friday where it finishes at 4.30pm.

School Lunches

We run a 3 week meal timetable. You may choose daily if your child is to have a school dinner and payments are made separately for this. The menu is on the website.

Nursery Snack

The main aim of snack time is to get the children used to the social side of eating with others. A healthy snack is provided every day in both the morning and afternoon sessions and will usually consist of milk or water to drink and a selection of fruit.

What if my child is allergic to something or is a fussy eater?

The children are encouraged to try everything, but if your child has any allergies please inform us. You will need to provide a letter from your doctor. If your child is a fussy eater at home you may find that in school he/she will happily eat what others are eating.

What should my child wear to school?

We are frequently outside during your child's session so please ensure that they come to school suitably dressed each day. If you choose to, you may purchase Pikemere uniform, a selection of polo shirts, jumpers, cardigans, etc. with the school logo on. Please contact the School Office for details on how these can be ordered. It is vitally important that all items of clothing including shoes and coats are named. We would also encourage a spare set of named clothes to be kept in school in case of accidents.

As part of our provision we have a fantastic outdoor area which we try and utilise as much as possible. Any additional clothing specific to aspects of the Early Years Curriculum will be communicated prior to starting any sessions. We would encourage wellingtons to be kept at school for outdoor exploring purposes.

How is my child expected to behave in school?

As in every community it is necessary for the school to impose basic rules on behavior. Certain rules regarding safety must be observed and all children will be expected to follow them. Most rules in school serve two needs, they prevent your child from doing something undesirable and, in turn, protect him/her from having something unpleasant done in return.

Other rules will teach the children the importance of using equipment correctly and some rules are concerned with common courtesies such as learning to share toys, co-operate with others, etc.

What if my child becomes ill?

You will be asked at the beginning of the year to provide us with some contact numbers which we can use in an emergency. If your child becomes ill or has an accident while attending school we will contact you immediately using your Emergency Contact Number. Please ensure that you inform the school if any of the contact numbers change during the course of the year. We also have School Gateway, a text and email service, which we will use to keep you updated on all that is going on in school.

What will my child be doing in Foundation Stage 1?

Prior to starting, you will be invited to attend a welcome session for your child and, at this stage, the Early Years team will speak to parents about how the curriculum will be organised across the Foundation Unit. If you require further information regarding this, prior to securing a place, please come in and speak to the team.

How can I be involved?

Parents are always welcome to come into the school and support in any way that they feel they can. If you have a particular interest or talent which you would like to share with us, please let us know!



What happens next?

If you would like to apply for a pre-school place at Pikemere School please fill out an expression of interest form. Places are allocated at 3 intakes during the year in line with our EYFS Admissions Policy which can be found on our website.

Prior to your child starting with us, you will be contacted to arrange a short visit and to finalise details. We will collect information from you about your child including their likes/dislikes, allergies, their friends etc. In the meantime if you have any further questions, please do not hesitate to get in touch.

All children will need to apply through Cheshire East Admissions for a place in Foundation Stage 2 (Reception). Our school Admissions Policy highlights the criteria required for attending Pikemere School. Copies of the policy are available from school and on our website.

Please be aware that attending Pikemere Foundation Stage 1 does not guarantee automatic entry to Foundation Stage 2 (Reception).



Frequently asked questions

When will my child be eligible for Free Early Education Entitlement?

The first full term after they turn three.

How is it calculated?

The entitlement is 15 hours a week (term time only) for all 3 and 4 year olds. Some children will be entitled to 30 hours, please visit the Childcare Choices website for more information on the extended funded hours. If your child is eligible for the 30 hours free childcare, you will receive a code which needs to be renewed on a regular basis. All the funding is paid directly to Pikemere School who apply for funding for your child. The free hours are then automatically deducted from your childcare bill.

Additional sessions will then be charged at a rate of £18 per half day session.

You will receive an invoice for your child on a monthly basis. Payments can be made using childcare vouchers (salary sacrifice) or directly to our bank account. The banking details appear on the bottom of the invoice.

My child's birthday is in the middle of the term, when can he start at Pikemere?

Your child may start when they turn 3, subject to availability, although sessions will be payable at £18 per half day session to the next term when your child is entitled to the Free Early Education Entitlement.

What do we do if we are on holiday and do we still need to pay?

Please let us know if your child will be absent for holidays. Your child's key person will be planning activities and it helps them to be aware so they plan effectively for their next learning steps. Sessions must be paid for even if your child is on holiday.

Do I need to let you know if my child will not be attending?

Please contact the school to let us know using absence reporting on School Gateway, by telephoning 01270 874237 or via email at admin@pikemere.cheshire.sch.uk if your child will not be attending. Please notify school as early as possible or in advance of any absences. Your child's key person will be planning activities for the day and it helps them to be aware so they plan effectively for their next learning steps. If your child is absent due to ill health it is important we are aware.

You will be required to pay for any absence.

Can I swap a one-off session?

No. However, if you wish to purchase a one-off additional session, subject to availability, this may be permitted. Please see the Pikemere Foundation Stage 1 Terms and Conditions for detailed information.

How much notice do you require if I wish to cancel my child's place or change to different days?

We require 4 weeks' notice for any changes. This is because we have to claim your funded hours in advance. We will try to accommodate changes to non-funded hours but this is subject to availability.

How can I help to prepare my child for Foundation Stage 1?

Before your child can settle into the routine of school life, he/she has to confront two obstacles. Firstly he/she must come to terms with leaving you and secondly he/she will be faced with a whole new environment full of other children and unknown adults.

A little advanced preparation can make the separation much easier to manage. It is a good idea to encourage your child to make friends with other children who are coming to school. This is particularly easy if your child is currently attending playgroup.

It also helps if you continue to talk about school in a positive manner – keep reminding your child of all the fun activities that will be on offer and all of the new friends that they will make. We will be arranging an event before your commencement date where you and your child can come along and spend time in the Foundation Stage setting.