

Nursery Information



**MABLETHORPE
PRIMARY ACADEMY**

Nursery Opening times

Nursery is open the same term dates as the main school and closed on teacher training days. Please see the academic calendar available on our website.

How to apply

Applications to our Nursery can be completed on our school website using the link:

<http://www.mablethorpeprimaryacademy.org>

Hours and Funding

15 hours – Free care for three and four year olds. Every child in England who is aged three or four is entitled to 570 hours of free early education or childcare each year. This can be taken during term time only, which equates to 15 hours a week for 38 weeks a year. You do not need to do anything in order to claim 15 hours childcare for your child.

If you qualify for [30 hours of free childcare a week](#) through the Free Childcare for Working Parents scheme. Your child can access a further 15 hours at our setting upon receipt of the relevant 30 hour code.

Nursery Admissions Policy -Notice Period

If you wish your child to leave our nursery setting, you will need to give one weeks' notice (in writing) of your intention to remove your child. During this period, we reserve the right to claim the funding. After this date, you can move your funding allocation to an alternative childcare provider

Pre-start paperwork

If your child is offered a place at Mablethorpe Primary Academy's nursery, you will need to complete/provide and return to the school office:

- A fully completed and signed Data Collection sheet
- A fully completed admission form for your child.
- A copy of your child's birth certificate and/or passport
- Parent(s) National Insurance number
- A copy of a utility bill to prove your address

Uniform

There is a uniform of a purple sweatshirt or cardigan with the school logo on. See the Uniform information sheet provided separately. Children are also expected to wear a white polo shirt, grey skirt or trousers and black shoes (not trainers or boots). We also ask that your child always have the following in the nursery at all times:

- A bag of spare of clothes (underwear, socks, t-shirt and trousers/leggings, please note your child will be provided with a bag when they start, please can the spare clothes be placed in this bag.
- Wellington boots (we will go outside no matter what the weather is like)
- A jacket or coat depending on the time of the year
- Hat, scarf, and gloves for winter months and sun hat for the summer months
- Pull-ups, wipes and nappy bags **ONLY IF NEEDED**

In accordance with the Academy's Health & Safety policy, only a small pair of earrings may be worn but will need to be removed or taped over for PE.

Toilet training

We understand that children develop at different speeds so your child may start nursery not fully toilet trained. We are happy to support you with the toilet training where we can, however we ask that where possible you help your child to become independent when using the toilet.

If your child is attending nursery in pull-ups then please can you provide a bag of spare pull-ups, wipes and nappy sacks. If your child is still toilet training when starting nursery, please send them in with plenty of spare underwear and trousers as accidents will happen.

Book Bags

Each child will receive a book bag and reading journal. Children can choose a new story book to take home once a week (more if they wish) and parents are asked to record comments about the stories they share with their child in the reading journal. More guidance will be provided once your child has started Nursery.

Tapestry

An online assessment tool, Tapestry, is used in nursery and reception to record children's work and activities. Occasionally your child's photo may be taken in a group. The confidentiality of the data is safeguarded and will only be used for the stated purpose and will be only retained for the period of time stated in the Trust's retention policy.

Work and activities on Tapestry can be shared with parents/carers.

Key person

Your child will be assigned a key person who will be responsible for their 'tapestry learning journal' and any assessments that are undertaken whilst attending nursery. Your child's keyperson will also meet with you twice a year to discuss your child's progress, these sessions are called TLC's (parents meetings).

All adults within the setting have the responsibility for recording observations and assessments on tapestry for every child and though your child may form a close relationship with their keyperson, we encourage children to form strong relationships with all adults in the setting. This helps the children to develop those early social skills.

Typical day in Nursery

Nursery sessions start at 09.00. The children will play until the register is taken. Following the register, there will be a Welcome time activity followed by continuous provision. During the morning there will be a snack with a drink of either milk or water. The children will complete activities with their key person and also have access to the outside area until when they tidy up and come back inside for singing and a story. The sessions finish at 12.00pm, or 15.15pm if accessing 30 hours.

Parent's settling in children at the start of the session

Parent's and Carer's are always welcome to come into Nursery as this is an opportunity for you to speak to your child's key person and pass on any messages or share any concerns you may have.

We do ask parents to wait outside with their children in the mornings until the doors are opened. You are then able to come in and settle your child.

Before and After school clubs

Unfortunately, after school clubs are not available for nursery children. However, we run a daily breakfast club in the Academy hall from 8.30am which your child can attend free of charge.

Obtaining a school place (reception) at Mablethorpe Primary Academy

Your child is not automatically given a reception place at Mablethorpe Primary Academy even though they are attending the nursery. You will need to apply for a school place via Lincolnshire County Council by the stipulated deadline:

<https://www.lincolnshire.gov.uk/school-admissions/apply-school/2>