

Quetta Park Pre-School Prospectus.



Old School Building
Quetta Park,
Church Crookham,
Tel no: 01252 620551

Email: quetta@aldershot-nurseries.com

Facebook: [Quetta Park Preschool](#)

Manager – Mrs Karen McCulloch

Deputy – Margaret Moane



INTRODUCTION

Ofsted graded Good in 2019

"Children are happy and demonstrate high levels of self-esteem and confidence. Staff have high expectations of children and successfully develop positive relationships with them"

Quetta Park Pre-school is a registered charity (number 1146542) and part of the Aldershot Garrison Pre-school Settings.

We predominantly serve the Garrison community at Quetta Park but do take a percentage of non-service children. The company is run by a group of trustees chaired by the Garrison commander and include parent trustees.



MISSION STATEMENT

"We are dedicated to providing children with a caring, exciting environment full of rich, purposeful opportunities and experiences. We aim to provide children with a place to play, learn, build friendships, to take risks, to explore, to challenge, to laugh and to be themselves and to grow into ambitious, independent learners ready to take on the world."



ABOUT US

We are a term time pre-school offering childcare from the age of two and a half years. We are open Monday – Friday offering the following sessions;

Morning –9.00 am-12.00 pm

Afternoon – 12.00 pm-3.00 pm

All day –9.00 am -3.00 pm

Quetta Park caters for a maximum of 35 children and up to 26 children at any session. We have one large room where come together for group times and then onto child initiated learning. Our garden opens for further learning opportunities and children are able to free flow independently.



OUR AIM IS TO

- Enhance the development and education of children under school age.
- Provide a safe, secure and stimulating environment.
- Create a rich, vibrant curriculum that maximises the child's potential.



WE OFFER YOUR CHILD

- A curriculum that leads to Early Learning Goals as outlined in the Early Years Foundation Stage document.
- Pastoral care from an adult key person.
- Opportunities for you and your family to be directly involved in your child's progress.



FUNDING

Each child is eligible for 15 hours early years grant funding from the term after their third birthday.

If your child's third Birthday falls between;

- 1st April – 31st August – They are eligible from 1st September
- 1st September – 31st December – They are eligible from 1st January
- 1st January – 31st March – They are eligible from 1st April

Some children will be eligible for an extra 15 hours. Please check your criteria by visiting <https://www.childcarechoices.gov.uk/>

We also accept children in receipt of two-year-old funding. If you meet the requirements and have a successful application. More information is available at



FEES

Our fees are currently;

- 2-year-old session - £20.00 per session.
- Lunch club - £5.00 per day.
- Additional 3-year-old - £8.00 per hour.

Fees are payable monthly in advance by Direct Debit, Bacs Transfer, cheque, cash or debit/credit card. Fees will still be charged if your child is absent from pre-school (including for illness). Fees are subject to change.

A £50.00 deposit is taken at registration and will be returned when your child leaves. There is no deposit to pay if your child just attends for 15 hours funded.



OUR STAFF

Our staff bring an abundance of experience supported by a range of qualifications. Each staff member has undergone an enhanced DBS check. All staff are first aid trained within the first 6 months of starting with us and complete safeguarding training. They are given numerous training opportunities to update their knowledge and skills.

1. **Karen McCulloch** is the **Preschool Manager**. She is the Safeguarding Lead and Health and Safety Officer. She is also point of contact between parents and the school. Her number is 01252 620551
2. **Margaret Moane** is the **Deputy Manager**. She is the Lead Practitioner of Early Talk Boost and **SENCO**
3. **Leah Reid** is our apprentice Practitioner.
4. **Davena Allen** is our part time Level 3 Early Years Practitioner on a Tuesday.



KEY PERSONAL APPROACH

The key person system within the setting gives each member of staff the responsibility for a particular group of children, "their key group". This system ensures that each child and parent has one adult to whom they can develop a close relationship with and also receive pastoral care whilst away from home. In addition, the key person is ideally positioned to tailor the group's curriculum to meet the unique needs of each individual child. The key person maintains links with the child's home and meets with the parents at regular parent consultations, ensuring that all children are supported in reaching their full potential.



CURRICULUM, PLANNING AND ASSESSMENT

The Early Years Foundation Stage (EYFS) is centred on **seven areas of learning**.

Prime areas.

- Personal, social and emotional development.
- Communication and language
- Physical development.

Specific areas.

- Literacy.
- Mathematics.
- Understanding the world.
- Expressive art and design.

We take regular observations of children as they play to monitor current interests. We use these observations to plan individual activities, next steps and to track the children's progress within the EYFS.

We use Tapestry as our online learning journal to document children's learning and development. It provide our families a unique opportunity to follow their child's interests and personal development whilst attending Pre-School. Parents and carers are given individual log-in details to access their child's account. Once put onto Tapestry, parents will be able to view this information via the app or the Tapestry website. We actively encourage you to comment and add to your child's records.

We also carry out termly assessments on children's progress as well as two-year progress checks for the 2 year old children.



THE ROLE OF THE PARENT

We acknowledge the importance of a successful parent-pre-school partnership. Parents are the first and foremost educators of their children. We have an open-door policy where all staff and management are available for you should you need us. You can arrange to talk to any staff member. We also offer;

- Parent meetings to discuss your child.
- Time to talk at drop of and extended collection times.

We have a Facebook account that we update with current news as well as the 'Quetta Park' child on Tapestry that you can all access.



ACTIVITIES

We offer a range of activities throughout the pre-school week including;

- **Dough Gym** – Uses play dough and music to complete a workout that helps build core muscles that are essential for learning to write.
- **PATHS** – which stands for Promoting Alternative Thinking Strategies, it is a curriculum designed to help children manage self-control, emotional awareness and problem-solving skills. The children refer to this as 'Twiggle time' as we use a turtle puppet called Twiggle and other characters to implement the lessons.
- **Funky Feet**- Music and movement activities daily.
- **Cooking** – This is a crucial part of our learning as it is both enjoyable and provides an enriched learning opportunity.



WHAT DOES YOUR CHILD NEED TO BRING EACH DAY

1. **Appropriate clothing.** We advise you to dress the children in old clothing as the pre-school provides plenty of messy play opportunities and the children do at times get dirty. You can purchase our uniform via the shopspeakeasy website (details included in this pack) www.shopspeakeasy.com/quettapark and by entering 'Quetta Park preschool'.
- 2 **Spare clothes**, please ensure they are named. It is also helpful to supply spare shoes. If your child is potty training, please supply extra clothing. Nappies need to be provided if needed along with wipes and cream if applicable.
- 3 **Weather appropriate clothing.** Waterproofs and wellington boots in the rain and sun cream and sunhats in hot weather.
- 4 **A healthy snack and a lunch** if your child attends a full day. We follow a **NO NUTS** policy.
- 5 **A named water bottle** to be brought to Pre-School every day.
- 6 **Nappies** need to be provided as required along with wipes and cream if applicable.



THE FIRST DAYS

We work to the individual needs of each child as to how we settle them, working closely alongside the child and the family. Some children may take longer to settle and parents should not be unduly concerned if this is the case.



SAFEGUARDING

Everyone working with children and young people has a duty of care to keep them safe and protect them from harm. The Children Act 2004 places a responsibility for us to safeguard and promote the wellbeing of children and young people.

We have a duty to report any concerns to a designated member of staff and/or to the local children's service.

Our designated safeguarding officer **Karen McCulloch** or **Margaret Moane** in her absence.



SPECIAL EDUCATIONAL NEEDS

We take account of any individual needs that a child may have as part of the pre-school policy. This makes sure our provision meets the needs of each child. The setting works to the requirements of the Education Act (1993) and The Special Needs Code of Practice 0 to 25 (2014).

The settings Special Educational Needs/Disability Co-ordinator (SENCO) is: **Margaret Moane**



POLICIES AND PROCEDURES

All of our policies are in place to provide the best possible care for your child.

Our policies include; admissions, behaviour management, complaints, general data protection, debts, inclusions and equal opportunities, health and safety, illness and exclusion, medication, lost and uncollected children, safeguarding and child protection, special educational needs and disabilities, social media and partnership with parents. There are also a range of other policies and documentation available. Parents can see the policies at any time.

A copy of our policies are held in a folder in the entrance hall. Please make yourself familiar with them.



ADDITIONAL INFORMATION

- **Facebook** – we run a secure Facebook page to provide parents with the most up to date information and events within the pre-school. Please send a friend request to 'Quetta Park Preschool'

Social Media- As stated in our policies, it is not acceptable for staff and parents to become friends or contact staff on social media.

-**Parent's board**- Please check our parent's notice boards and displays regularly. We update it regularly with current news and any dates of interest to our families.

- **Donation tree** – As a charity run Preschool, we rely heavily on donations to help with our activities. In the hallway you will find our 'donation tree' please take a leaf and swap it for the donation written on the leaf.



Please Note: Places are not confirmed until registration pack is returned to the setting.