Offwell C of E Primary School
Foundation Stage Unit

Prospectus



For children aged 2 years 9 months to 5 years



Offwell C of E Primary School Foundation Stage



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Welcome to Offwell Foundation Stage Unit

We recognise that your child will join us with a wealth of experiences and learning in their first years. It is our aim to work in partnership with you and build on their strengths, interests and experiences in an interesting, exciting and safe environment and with a curriculum that meets their individual needs.

Our Core Values define our Christian ethos, they are caring, sharing, forgiveness, honesty and loyalty. These underpin who we are and all we do at Offwell. Within these Core Values our vision and aims for every child are that they know they are valued and unique as we work together with parents and families to discover and achieve their full potential and encourage them, in their learning and their play, to develop an enquiring mind and to enjoy creating memorable moments at Offwell Primary.

Meet our team!

Mr Chris Thomas – Headteacher
Mrs Sharon Borton – Foundation Stage Unit Teacher
Miss Louise Hansford – Foundation Stage Unit Teaching Assistant
(level 3 practitioner & Paediatric First Aider)
Mrs Emily Jordan – Apprentice Early Years' Practitioner & Paediatric First Aider





Why a Foundation Stage Unit?

The Early Years Foundation Stage (EYFS) is the name given to the stage in a child's development between birth and 5 years old. Children learn rapidly throughout these years but they learn at different rates. Having a Foundation Stage Unit therefore means children will progress at a pace that's right for them, groupings can be flexible to benefit the children. The emotional security of staying in the same environment throughout this time will help build confidence in each child for when they are ready to move from Ash class (our FSU) into Willow class.

It is important to remember that admission to the nursery and school years of the FSU are different. We will support all parents with applications whether applying for a place at Offwell or a different primary school.

Learning in the Early Years Foundation Stage (EYFS).

Throughout their first 5 years, children learn through play and exploration, through being active, creative and thinking critically. We aim for our children to be inspired by their experiences; motivated by stimulating environments and equipment; fully engaged in their learning and, ultimately, to be empowered to continue to explore and learn themselves. These are aspirations for all our children throughout the school, but it is in the Early Years Foundation Stage that these most important foundations are secured.

The EYFS Framework supports all professionals to monitor your child's skills, knowledge and understanding through the seven areas of learning and development.

Children develop three 'prime areas' first. They are the most important for your child's healthy development and help them with their future learning:

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

As children grow and continue to develop, there are four 'specific areas' within which they will begin to make progress:

- English,
- Mathematics,
- Understanding the world,
- Expressive arts and design.

Together these seven areas are used to plan the exciting experiences and learning your child will enjoy whilst they are with us. The professionals working at Offwell will ensure the opportunities; activities and tasks they prepare for your child will meet their specific needs and interests. Obviously you know your child best and throughout their time with us, we look forward to working closely together to optimise their development.





What will the children be doing in Ash Class?

At Offwell, we call our Foundation Stage Unit 'Ash Class'. Here the children have a specially designed space, both indoors and outdoors, which provides an exciting and stimulating environment for play and learning.

Through the day, children enjoy a balance of play, directed learning and planned activities. At different times they may be in a small group, as a whole class, choose to have time to themselves or be one to one with an adult. We will help your child to feel comfortable and confident across the range of groupings!

Ash class and its outside area is zoned into areas to provide a wide range of activities which will change over time according to; our projects, the children's interests and the needs we have identified. There will be spaces and places to build and construct, paint, draw, model, write, investigate in sand and water and use larger toys and ride-ons. We all enjoy our book corner and a role play. Through your child's time in Ash class they will play and learn, gradually being introduced to early phonic skills to help their future reading and writing.

Our working partnership

It is very important to us that, right from the start, our staff develop a close working relationship with you and your child. Staff timetable themselves to ensure your child's learning and care is carefully tailored to meet their individual needs.

We believe it's very important to work closely together to share our knowledge of each child to help us plan appropriate experiences throughout your child's time with us. There will be a number of opportunities for us to develop this relationship.

- We encourage parents to drop their child off in the classroom in the morning, and collect from the classroom at the end of the day. Although only a short time, this gives a quick chance for a catch up when it's needed. Your child will also have a 'home/school book' for daily communication. If you think a longer chat would be helpful, please book a time to talk to your child's teacher.
- Parents' Evenings are held twice a year.
- Learning Journey times are held throughout the year. The Learning Journey is a shared book belonging to your child with both parents and staff contributing to help your child create a very special record of their learning journey through the EYFS.
- We will hold events and opportunities throughout the year for families to join us in school for drop in sessions covering a range of themes and events.

If there is ever anything you have a comment, question, worry or concern about – we want to hear about it and work through it with you, please come and let us know!





What will your child need?

In the Nursery year of the FSU we do not have a uniform, but there are t-shirts and jumpers available should you wish. We have introduced bottle green teeshirts with our logo, especially for children in our FSU available from Tesco's online service – tesco.com/ues. It's important that your child's clothing allows them to move around comfortably and freely – and of course it's worth remembering that whilst we do have and use aprons, there's paint, play dough, water and lots of other potentially messy opportunities! Please bear this in mind when choosing clothing.

In their Reception year, we ask that children wear our school uniform.

Some children are prone to toileting accidents, this is of course not a problem, but if you think it's likely, it's probably more comforting for your child to have a spare set of their own clothes we can help them change into. Some children are wearing nappies when they attend the FSU, again please provide a named bag with everything they will need. Thank you.

All children will need a waterproof coat, and a warm one in the colder months. In the wet, wellies are useful please as the children can then play outside whatever the weather.

Snacks and lunch

We provide fruit snacks for the Nursery aged children (the Government fruit scheme provides for children in Reception to the end of Year 2). The snacks will be shared when we sit as a class group mid-morning. Milk is also available.

For children in school during the lunch period (12 noon to 1pm) we are able to provide a hot meal should you wish. These are paid for in the nursery year, and provided free by the Government from Reception to Year 2. You are of course welcome to send a packed lunch should you prefer. The cost of a school meal is £2.50 and may be ordered at the office in advance.







Helping your child prepare to join Ash class



Starting at nursery or school is an exciting time! We hold transition days where we welcome new children before the end of the term before they join us. The intention of these is that your child is excited to join us and feels 'ownership' of 'their school' before they join.

It is helpful to us if your child is able to:

- Dress and undress, including putting on their coat and shoes,
- Use the toilet and wash their hands,
- Play games, take turns and share with others,
- Enjoy new experiences,
- Tidy away their toys and games,
- Begin to recognise his/her name and the picture next to their name on their coat peg.

Equal Opportunities



Offwell aims to be a thriving, inclusive and cohesive community. We wish to show that we promote a common identity as a member of our school whilst celebrating diversity and promoting equal opportunities for all. You may be interested to see our Equality and Cohesion Policy.

All children participate in the activities of our school. Parents have a right to request that their child is withdrawn from Acts of Worship and RE (Religious Education). The school considers promotion of good relationships between all people to be of the utmost importance and our Collective Worship promotes this view. Should you be considering withdrawing your child from either of these, we request you discuss this with Mr Thomas.



Session times

Our school day runs from 8.50 until 12 noon. Lunch is from 12 until 1pm and the afternoon ends at 3.15pm. We recognise these sessions are therefore longer than the standard 3 or 6 hour sessions for half days and days, therefore the Governors of the school have decided to charge for 3 or 6 hour sessions only with the extra 25 minutes a day free of charge.

The Nursery year of the FSU is open Mondays, Tuesdays, Wednesdays, Thursdays and Fridays.

Cost

Early Years Entitlement Funding (EYEF) can be used to 'purchase' up to 15 sessions (hours) per child per week for children from the term after they have reached their 3rd birthday. Some families may be eligible to receive up to 30 hours funded per week. Additional sessions can be purchased at the same cost as the funded rate, currently £4.25 per hour.

Times	**8.50am – 12 noon (counts as 3 hrs for funding)**		**12 noon – 1pm (counts as 1 hr for funding)**		**12 noon – 3.15pm (counts as 3 hrs for funding)**	
Monday All day £25.50	Funded or Paid cost £12.75 a day		Funded or Paid cost £4.25 a day		Funded or Paid cost £12.75 a day	
Tuesday All day £25.50	Funded or Paid cost £12.75 a day		Funded or Paid cost £4.25 a day		Funded or Paid cost £12.75 a day	
Wednesday All day £25.50	Funded or Paid cost £12.75 a day		Funded or Paid cost £4.25 a day		Funded or Paid cost £12.75 a day	
Thursday All day £25.50	Funded or Paid cost £12.75 a day		Funded or Paid cost £4.25 a day		Funded or Paid cost £12.75 a day	
Friday All day £25.50	Funded or Paid cost £12.75 a day		Funded or Paid cost £4.25 a day		Funded or Paid cost £12.75 a day	





Special Educational Needs

Offwell C of E Primary School is an inclusive school, we have high expectations for all our children and it is our aim to work in partnership with parents to get to know each individual and provide the very best education and wider primary school experience for each of our pupils working together with parents at every stage.

We are committed to an inclusive curriculum that is broad and balanced, is enriched by a wealth of experience and opportunity beyond the National Curriculum and fosters those 'memorable moments' of primary school that each child and family treasure.

We do not discriminate in any way against any pupil seeking admission and are committed to making reasonable adjustments which are in the best interests of the child, their peers at school and our wider community. We believe the partnership with parents is essential in making sure each child receives the high quality education that helps us all work together to achieve their individual goals. Therefore some children will require additional support in order to achieve rapid learning progress and meet the high expectations parents and school share for them.

It is our aim to ensure our approach is varied and flexible in order to provide the tailored program each individual requires. As a staff team, we regularly review our skillset, ongoing professional development is key to the confidence we have to meet each child's needs. At Offwell we regularly share the expertise of our own staff and work with a number of professionals from other agencies such as Speech and Language Therapists, our Educational Psychologist, the Communication and Interaction Team, Hearing Impairment Team, Social Care, our Family Support Worker, Medical Professionals supporting specific diagnoses and individual children and the School Nursing Team. Each child's needs are different and should a child join our school and require support from a professional service we are not currently working with, we have access to support through Devon's Advisor networks.

SEND Provision at Offwell is flexible and varied in order that all our children, including those with SEN, Medical Conditions and/or Disabilities, have equal opportunities to access the full curriculum, with reasonable modification or support. Naturally, in order to achieve this we will work closely with parents and, where appropriate, other professionals.

The person responsible for co-ordinating Special Educational Needs and Disability (SEND) or medical conditions is our SENDCo, Mrs Helen Sutton. Our Governor with responsibility for SEND is Mrs Janet Dimond.





The aims of our SEND and inclusion policies are to:

- ensure that all learners make the best possible progress, achieve their potential and are enabled to do their best in all areas of their learning
- provide a broad and rich curriculum to meet the needs and abilities of all our pupils
- identify pupils with SEND and ensure that their needs are met
- ensure that children with SEND join in with all the activities of the school, as appropriate to their needs
- ensure parents/carers are informed of their child's special needs and provision and that there is effective communication between parents/carers and school
- ensure that learners express their views and are fully involved in decisions which affect their education and learning
- promote effective partnership and involve outside agencies when appropriate.

Devon's Local Offer

Further helpful information and support services can be accessed on the Devon Local Offer web pages.
Devon Local Offer Website: https://new.devon.gov.uk/send
Devon Family Information Service Website: https://new.devon.gov.uk/educationandfamilies/early-yearsand-childcare/devon-family-information-directory

Should you have any further questions about our SEND provision, please get in touch with us.

Security on site

All visitors to school report to the main office to register. Any parent bringing a child late or collecting early from school must sign their child/ren in or out at the main office. No child will be allowed to leave during the school day without the permission of the headteacher, following a request from their parent/s, and without being accompanied by a known adult.

Parents of children in the FSU drop off and collect at Ash Class. However, to promote safety throughout our site, we ask that parents wait until the end of a session/the day to enter the school gate as the playgrounds are in use by older children and classes.





Child Protection and Safeguarding

The Safeguarding of our children is of paramount importance.
Staff and Governors of Offwell are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.

Our Designated Officer for Safeguarding is the Headteacher, Mr Chris Thomas.
Our Deputy Designated Officer is Mrs Judy Davey, School Business Manager
Our Link Governor for Safeguarding is Mrs Stefanie Kastner.

Insurance

The Local Authority is insured against legal liability for any injury, loss or damage caused to pupils/students as a result of negligence on its part of that of its employees, servants or agents.

Pupils/students attending the Local Authority's Schools and Colleges are not insured for personal accident benefits whilst on education premises or taking part in recognised activities outside the school or college.

Devon County Council expects all employees, pupils and students to accept full responsibility for their personal possessions, including money and to consider taking out insurance to cover any risks.

Starting at Offwell FSU

Parents and carers are required to complete the Application form to apply for a place for their child. Full details are found within our Admissions to FSU (Nursery 2 year) policy which is available on the school website or from the school office.

Once we are in a position to confirm your child's attendance, we will be in touch to arrange some settling in sessions to help you and your child become familiar with our FSU and staff.

Do visit us and find out more!

We welcome visits, they are the best way to begin to get to know us!
Please contact us to arrange a visit, if you have any questions or to arrange an appointment. We very much look forward to meeting you!

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Headteacher: Mr Chris Thomas School Business Manager: Mrs Judy Davey
Chair of Governors: Mrs Janet Dimond



<u>Uniform</u> – For Reception children through to Year 6

The school colour is green and we encourage all parents to send their children to school in the correct uniform. This helps to create an Offwell identity and gives our pupils a sense of belonging. Children are expected to wear a combination of the following items:

- Green sweatshirt with the school logo
- Green cardigan
- White polo shirt
- White blouse or shirt
- Grey or black trousers, shorts, skirt, culottes or pinafore dress
- Green gingham checked or striped summer dress
- Offwell School fleece
- Offwell School waterproof coat
- Sensible shoes

Uniform can be ordered from the website www.myclothing.com Select 'offwell' from the search bar.

We hold a large selection of pre-loved uniform so please let us know what size and what garments you are interested in. Our PTFA holds regular pre-loved uniform sales.

All children require an overall/old shirt for Art/ Technology work and Wellington boots for Welly Walks.



Clothing for Games/PE:

- Trainers
- Dark shorts
- White T- shirt
- Tracksuit
- Football boots – KS2 (when appropriate)

N.B. Please do not send children to school with football supporters' kits for PE.

PE kits remain in school for the half-term.

All items must be kept in a clearly labelled draw-string bag or <u>small</u> sports bag.

<u>IT IS ESSENTIAL THAT ALL CLOTHING, INCLUDING SHOES, IS CLEARLY MARKED WITH YOUR CHILD'S NAME.</u>