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CHURCH FOR THE



St Peter's CE Primary Academy, Hednesford

Nursery information
September 2023

Our academy motto



Our Nursery Staff



Mrs Yates

Early Years Leader and teacher in charge of Nursery

Our Nursery pupils will also be supported by other staff in setting including:

Mrs Porter (Teaching Assistant)

Miss Broughton (Teaching Assistant)

Miss Lainchbury and Miss Hughes from Rising 3s

Mrs Mason – Personal Welfare

Academy Leaders



Mr Will Stevens
Headteacher



Mrs Lisa Tarbuck
Deputy Headteacher



Miss Rosie Chandler
Academy Bursar (Finance and Funding)

Parents as partners

As parents, you are your child's main educators; no-one knows your child like you do. At St Peter's we highly value your knowledge and opinions, and will use these at every opportunity to personalise your child's learning experience.

We aim to involve you as much as possible in your child's education.

Attendance

100% attendance = Friendships & knowledge

We encourage Nursery children to attend every day where possible or to follow a regular pattern of attendance to promote a good sense of routine. Please advise us of any attendance pattern you wish your child to follow.



Uniform

Children in Nursery wear our academy uniform.

Our uniform is available to order online. Please see our website for more details.

Please label every item with your child's name. This is so lost items are easy to return to the right family.

It is also useful to put a spare set of clothing in your child's bag - just in case.

No PE kit is needed for Nursery.



Suitable clothing for Nursery

In addition to their uniform, Nursery children will need everyday outdoor wear:

- ▶ Coat / waterproof jacket
- ▶ Cap and sunscreen
- ▶ Wellies (which can be kept in school too)
- ▶ Hats and gloves in winter

All clothing and shoes should be suitable for the children to be able to take off and put on themselves.

Please ensure every item of clothing is named.



Session Times

Our 15 hours of Nursery provision is run in the mornings:
8.45am – 11.45am, every day.

Our 30 hours provision runs from 8.45am until 2.45pm.
Children attending for 30 hours provision will have their
lunch at Nursery.

Shorter sessions can be arranged in consultation with
Mr Stevens.



15 and 30 hours provision

- Please complete the 'Parental declaration for EEF' form in your email and return it to the school office, with your child's birth certificate.
- We only offer term time funding option.
- The provider manager details will be completed by the school
- DO NOT sign any declarations at this point (funding applies from day the declaration is signed). Please come to the office on your child's first day in September to sign the declaration.
- Declarations will need to be signed at the start of each term to secure funding. You will be contacted by text to advise advance.



Extra Session and Wraparound

We will also be able to offer to our morning only Nursery children (15 hours entitlement), access to our Lunch Club* (11.45am – 12.30pm) at a cost of £3.50 per day.

If you are not eligible for 30 hours, but do require additional hours we can offer you this option with our Wraparound* provision, 12.30pm – 3.30pm, Monday to Friday at a cost of £12.50 per session.

We can also offer an additional 45 minutes of childcare* (until 3.30pm) at a cost of £3.50 per day. (£17.50 per week payable to the school).

*These Add-ons can be booked on a 'when required basis', however, sessions must be booked at least one week in advance via the academy office and the School Money payment system. Please see a following slide for more detail.

Keystones

Before and After School Club - Keystones

- Run by the school, on school premises, by staff employed by St Peter's.
- Team works closely with EYFS staff to plan provision and contribute to children's learning journeys.
- Care is offered before school from 7am, then after school until 6pm.
- All details of the provision, including times and prices are available on the Academy Website (linked above).
- Sessions are booked on a weekly basis, a week in advance using our School Money system. Parents new to school will have their account set up over the summer for the start of next term.



School Money – payments and bookings

When your child starts with us in September, you will be allocated login details for our payment system, School Money. This web-based system can be accessed from your web browser or by downloading the Teacher2Parents app (EduSpot) , from your app store.

This system is used to book meal choices, pay for school services including Keystones (before and after school club) and to give consent for educational visits etc.

A guide to School Money can be found on [our website here.](#)



Milk and fruit snack bar

- Fruit is free and is available at snack time.
- Water is available to drink at all times.
- Children are entitled to free milk until their 5th birthday, then milk is available at a charge each day.
- We ask all pupils to attend school with their own named water bottle.
- Parents are asked to provide a snack for afternoon nursery sessions



School Dinners

All children accessing 30 hours funded provision, or children staying for lunch club, eat their lunch in our Nursery dining room.

Parents can choose whether they send children with a packed lunch or parents can book a hot meal when dropping off their child each day. The cost of a hot meal is £2.50 a day, payable via the School Money system.



Useful links for school groups

If you would like to find out more, click on the links.

[Friends of St. Peter's](#)

[Governors at St. Peter's](#)



Pupil Data Capture Forms

Thank you to all parents who have already completed the online pupil data capture forms that have been emailed to you. If you haven't completed a form for your child yet, please do so by 30th June 2023.



Meet the teacher events

Parents are invited to have a transition consultation with their child's class teacher. Details of this have been sent via email and can be booked following the link in the letter to parents.

Parents can choose whether this is in person or a phone call.

It is an opportunity to pass on information about your child and for them to meet their teacher.



Transition Visits

On Thursday 20th and Friday 21st July, we are inviting all our new Nursery pupils to attend two part days at St. Peter's to meet their teachers and to settle into our Nursery routines.

Children are to arrive through, and be collected from, the Nursery entrance (accessed using the main pedestrian access from Reservoir Road) and signed in with a member of staff.

Parents are welcome to stay to settle their child before leaving them in setting.

Full details of the arrangements for transition are in the accompanying letter and will also feature in our forthcoming newsletter.

Arrangements for Transition Visits

When to attend the transition days

	Thursday 20 th July	Friday 21 st July
New starter with surname beginning A - H	Attend 8.45am – 11.45am	Attend 12.30pm – 3.30pm
New starter with surname beginning I - Z	Attend 12.30pm – 3.30pm	Attend 8.45am – 11.45am
Pupils already attending St. Peter's Rising 3s	Pupils should attend school during their normal hours but please arrive and collect via the Nursery entrance.	

Pupils should wear their St. Peter's uniform if they already have it or they can wear their own clothes if they are new to St. Peter's.

All children are encouraged to bring a water bottle for use during the day. No PE kits will be required in school on these days.

Existing pupils who will attend the whole day should bring a packed lunch with them as normal.

Transition Information

In addition to our transition days, we will shortly be releasing a series of welcome videos for children to watch so they can look around their classrooms, meet their teachers and see information about things they will experience in school such as where they will eat their dinner. There will also be 'meet the teacher' slides available to share with your child to help them get to know their teacher.

These may be of use to share before the transition visits and as a refresher to help them prepare for starting school in September.



September Starting Dates

Wednesday 6th September 2023

All children will start Nursery full time, as per their funded hours.

15 hours children should attend 8.45am – 11.45am

30 hours children should attend 8.45am – 2.45pm (or
3.30pm collection if booked separately)

Collection and drop-off arrangements will be in the same
place as our transition days.



Coming to Nursery on the first day...



...using the Nursery entrance at 8.45am on 6th September

We know that your child's transition to Nursery is very important and we want to do all we can to ensure that they feel prepared for their first day at St. Peter's.

Please feel free to contact the Nursery staff, the academy office or myself, to help answer any questions you may have.

We look forward to working with you and your child in the years to come, to give them the very best start to their education and to help them Reach for the Sky!

Mr Stevens.

