



BURTON GREEN C OF E ACADEMY PRE-SCHOOL

Prospectus
2025-26



www.burtongreen.covmat.org
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WELCOME

It gives me great pleasure to welcome you to our school.

The happiness, wellbeing and achievement of each child are our main intentions. We aim to create an exciting, stimulating learning environment.

An environment that is safe and secure, where children's welfare is the concern and responsibility of everyone, a place where children are given opportunities to realise their talents across a broad and balanced curriculum, developing into caring and responsible young people.

We believe that the quality of relationships within school between adults and children and with parents and the wider community underpin everything that we are able to achieve as a school. We are committed to our 'Open Door Policy' and partnership with parents, the church and the wider community. We encourage parents and friends to come into school regularly and to participate actively in school life.

Above all, our school is a place of learning where all stakeholders feel valued and children are at the centre of everything we do.

Stella Villiers
Headteacher



MEET OUR STAFF



Miss Villiers
Headteacher



Mr Nailor
Assistant head



Mrs Mafe
*Academy Business
Partner*



Mrs Wright
*Operations
Administrator*



Mrs Carroll
*Maple Class Teacher
(Monday-Wednesday)*



Mrs East
*Maple Class Teacher
(Thursday-Friday)*



Miss Hemsworth
Teaching Assistant



OUR PRE-SCHOOL

Welcome to Burton Green Academy's Pre-School! We hope this brochure will set out what we do and how we will be working with your child. If you have any further questions, please get in touch!



MAPLE CLASS

Our Pre-School is in a mixed age class with Reception. We have an intake of 15 reception children and offer 26 pre-school sessions a day (13 morning sessions and 13 afternoon sessions). The early years classroom is a vibrant, well-equipped space designed to foster curiosity, creativity, and independence. The linked outdoor area extends learning beyond the classroom, offering opportunities for physical development, exploration, and imaginative play.

PRE-SCHOOL HOURS

Children attend Pre-school on either a 15 hour (universal entitlement) place or a 30 hour (extended entitlement) place.

15 hour places are either:

- 5 mornings 9am – 12pm

or

- 5 afternoons 12pm – 3pm

30 hour places:

- 5 days 9am – 3pm

For those not eligible for the extended entitlement, additional sessions, between 3 and 15 hours per week (1-5 extra sessions), can be paid for at a cost of:

- Morning session (9am-12pm): £17.50
- Afternoon session (12pm-3pm): £17.50
- All day (9am-3pm): £35.00



Additional top up sessions can be purchased (outside of 15hour and 30 hour entitlements) to extend the sessions to be in-line with school hours:

- 8.40am-9am - £4
- 3pm-3.20pm - £4

LEARNING THROUGH PLAY



The first years of a child's life are vital, experiences during these years are the foundation for the learning and development that will happen throughout the rest of their lives. High quality play, both indoors and outdoors, underpins development and learning for young children. In our well-resourced Pre-school, we provide experiences which enable children to develop into happy, independent and confident individuals. We follow children's interests and ideas to foster a lifelong love of learning both in and outside of school.

The areas of learning that we focus on are:

- **Personal, Social and Emotional Development** – Self-Regulation, Managing Self & Building Relationships
- **Communication and Language** – Listening, Attention and Understanding & Speaking
- **Physical Development** – Gross Motor Skills & Fine Motor Skills
- **Literacy** – Comprehension, Word Reading & Writing
- **Numeracy** – Number & Numerical Patterns
- **Understanding the World** – Past and Present, People, Cultures and Communities & The Natural World
- **Expressive Arts and Design** – Creating with Materials & Being Imaginative and Expressive

The areas of learning are underpinned by the Characteristics of Effective Learning:

Playing and Exploring
Children investigate and experience things. They are willing to 'have a go'
Engagement

Active Learning
Children concentrate and keep on trying when they encounter difficulties. They enjoy their achievements
Motivation

Creating and Thinking Critically
Children have and develop their own ideas. They make links between ideas and choose ways to do things
Thinking



COMMUNICATION AND LEARNING JOURNEYS

Throughout their time in the EYFS, children at Burton Green have an online learning journal, recorded on Tapestry.

ClassDojo is also used to communicate important messages to parents. When your child starts Pre-School, the contact telephone number/email address you provide will be used to set up your account. Parents are also encouraged to share the valuable learning that happens at home by posting on Class Dojo.

Every week, a school newsletter will be sent out via e-mail, outlining the learning that has happened in Maple Class.



ATTENDANCE

It is very important that children attend Pre-school regularly, making full use of their place. Regular attendance means children get into a routine that gives them the best start to their school life as they are able to access every opportunity to learn.

If your child is unable to come to Pre-school, please contact school before 9.15am on the first day of absence. We will contact you if we do not hear from you.

If we cannot contact you, and your child is absent for two weeks, in some circumstances it may be necessary to withdraw the child's place so that it can be offered to another child.



VOLUNTARY CONTRIBUTION

Parents are asked to contribute £1.50 each week. This contribution helps to cover the cost of snacks for the children, cookery ingredients, special art and craft materials, broken toys and so on.

We rely on your donations to offer the children these extras. The accounts are regularly audited and a balance sheet is available for parents' inspection.

PARENT PAY

Parents will be given the login information for their child's ParentPay account. ParentPay is used to pay (and consent where applicable) for school meals and all trips, we are a cashless school. Parents are asked to keep their child's account in credit.



MEDICATION AND INHALERS

All prescribed medication and inhalers must be given into the School Office where the relevant paperwork must be completed.

All children that need inhalers or an EpiPen must provide a spare one to be kept in school. A copy of the agreed care plan from their child's doctor is also required.





WHAT TO WEAR

It is essential that every child has a simple pump style bag, containing a complete change of clothing, including underwear, which should be left at Pre-school.

Please remember to check this bag regularly. Wet or dirty clothes will be placed in a carrier bag in your child's bag - please remember to take these home at the end of the session.

Easily washed clothes are the order of the day. Aprons are provided but children still get messy! It is very important that children wear clothing which they can manage themselves when going to the toilet. Please remember that children spend at least some time learning outside every day, so appropriate clothes and footwear are most important.

You can purchase uniform for your child from a range of supermarkets. Items with our school logo can be purchased from My Clothing (www.myclothing.com)

Uniform

- Grey or black standard school trousers, shorts, skirts or pinafores (any style), from any supermarket or schoolwear shop
- White polo shirt with a school crest, if possible or from any supermarket or schoolwear shop
- Red sweatshirt or sweatshirt cardigan with school crest – From My Clothing; www.myclothing.com
- Grey, black or white socks or tights.
- Black shoes – no open toe sandals, boots or trainers
- During the warmer months, red and white striped or checked summer dresses in any style – from any supermarket or schoolwear shop



Please ensure every item of clothing is clearly named with permanent marker or with stick on labels

PARENTS IN PARTNERSHIP

At Burton Green, we believe it is vital to have a strong relationship between home and school to ensure each child is supported to reach their full potential. We communicate with you each week through our newsletter, which goes out every Friday. We also use the 'Class Dojo' app for reminders and updates throughout the week. We have an 'Open Door Policy' so encourage parents to come and chat to us if they have any worries or concerns.

PREPARING FOR PRE-SCHOOL CHECKLIST

- Make sure all admissions forms are signed
- Make sure that we are aware of any medical/dietary requirements
- Make sure that contact information is correct and up to date
- Prepare a bag of spare clothes to be kept at Pre-school. Please make sure everything is named.
- Let us know if you have a change in home circumstances – this information will be kept confidential
- Encourage your child to be as independent as possible when toileting



We look forward to welcoming you and your child into the Burton Green community. Please do not hesitate to contact the school for further information.



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