

# PROSPECTUS



Nursery Class,  
North Curry Primary School  
Greenway,  
North Curry, TA3 6NQ,  
01823 490423

Email: [littleheronsnursery@nc.huish.education](mailto:littleheronsnursery@nc.huish.education)

Ofsted No: 145675

[www.northcurryschool.co.uk/little-herons-pre-school](http://www.northcurryschool.co.uk/little-herons-pre-school)



Facebook [@littleherons](https://www.facebook.com/littleherons)



Instagram [@littleherons](https://www.instagram.com/littleherons)

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## *Information about Little Herons Nursery*

**Address:** Little Herons Nursery  
Nursery Class, North Curry Primary school  
Greenway,  
North Curry  
Taunton TA3 6NQ

**Tel No:** (01823) 490423

**Email:** littleheronsnursery@nc.huish.education

**Website:** [www.northcurryschoool.co.uk/little-herons-pre-school](http://www.northcurryschoool.co.uk/little-herons-pre-school)



**Staff:**

|                          |                |
|--------------------------|----------------|
| Head Teacher (NC School) | Helen Morley   |
| Manager                  | Hayley Wade    |
| Reception Teacher        | Jess Cordwent  |
| Nursery Practitioner     | Clare Brown    |
| Nursery Practitioner     | Carla Fitch    |
| Nursery Practitioner     | Megan Cave     |
| Nursery Apprentice       | Louise Farnell |
| Administrator            | Carla Fitch    |

**Opening Times:**

|           |                  |                                   |
|-----------|------------------|-----------------------------------|
| Monday    | 08.00am - 1.00pm | 1.00pm - 6.00pm or 08.00 - 6.00pm |
| Tuesday   | 08.00am - 1.00pm | 1.00pm - 6.00pm or 08.00 - 6.00pm |
| Wednesday | 08.00am - 1.00pm | 1.00pm - 6.00pm or 08.00 - 6.00pm |
| Thursday  | 08.00am - 1.00pm | 1.00pm - 6.00pm or 08.00 - 6.00pm |
| Friday    | 08.00am - 1.00pm | 1.00pm - 6.00pm or 08.00 - 6.00pm |

Little Herons is the Nursery Class of North Curry Primary School. We accept children aged 6 months to 4 years old (from September 2024) all year round. Little Herons Nursery is inspected regularly by Ofsted and provides a very high standard of care in an environment which offers all children the ability to achieve the desirable learning goals by the time they are 5 years old.

The Nursery was last inspected by Ofsted in March 2018 and was given a 'Good' grading with elements of 'Outstanding'.

### ***Aims of the Nursery***

Welcome to Little Herons Nursery and thank you for registering your child with us.

We know how important your child's education and happiness is and therefore we aim to deliver the highest quality of care and education to help them to achieve their best.

This prospectus aims to provide you with an introduction to Little Herons, our routines, our approach to supporting your child's learning and development and how we aim to work together with you to best meet your child's individual needs.

### ***Our setting aims to:***

- provide high quality care and education for children below statutory school age
- work in partnership with parents to help children to learn and develop
- add to the life and well-being of the local community; and
- offer children and their parents a service that promotes equality and values diversity.

### ***Parents***

You are regarded as members of our setting who have full participatory rights. These include a right to be:

- valued and respected
- kept informed
- consulted
- involved; and
- included at all levels.

### ***Facilities***

Little Herons Nursery is based in a classroom in North curry School. Being part of the school means we are able to have access to all the school's facilities including playing in the sensory garden and joining in the fun with the reception children.

The classroom offers a large activity room, large clean toilet facilities and access to our own outdoor space, sensory garden, adventure playground, playing fields and forest school area. All these areas enable the children to play in the fresh air under supervision all year round.

### ***Fees/Early Years Entitlement (EYE)***

#### 6 months - 2 years:

Our hourly rate is £7.50 therefore we charge - £37.50 for a morning session (08.00am-1.00pm)  
£37.50 for an afternoon session (1.00pm-6.00pm)  
£70 for the whole day (08.00 - 6.00pm)

#### 2 year olds:

Our hourly rate is £7.00 therefore we charge - £35 for a morning session (08.00am-1.00pm)  
£35 for an afternoon session (1.00pm-6.00pm)  
£70 for the whole day (08.00- 6.00pm)

#### 3-4 year olds:

Our Hourly rate is £6.45 therefore we charge - £32.25 for a morning session (08.00-1.00pm)  
£32.25 for an afternoon session (1.00pm-6.00pm)  
£64.50 for a whole day (08.00-6.00pm)

Children of 3 years and over are eligible for the Early Years Entitlement (EYE) from Somerset County Council with effect from the term following their third birthday. The funding entitles children to 11.5\* free hours per week up to a maximum number of hours each term. The funding covers 49 weeks of the school term. Once your child is eligible a form will be given to you for

completion each term so that we can claim the funding. To apply for funding, we require a copy the child's Birth Certificate or Passport.

\*Hours in excess of the 11.5 hours per week entitlement must be paid for by the Parent/Carer at the hourly rate above.

Little Herons are also registered to accept extended funding, 2-year-old funding and 9-month-old funding from Somerset County Council for children that are eligible. Further details regarding the eligibility criteria can be provided by Little Herons.

**We ask for a £200 non-refundable deposit in order to hold your child/rens space.** This can be paid via Family once confirmation of a place is given.

### *Children's Development and Learning*

We aim to ensure that each child:

- is in a safe and stimulating environment.
- is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer helpers.
- has the chance to join in with other children and adults to live, play, work and learn together.
- is encouraged to take forward her/his learning and development by being supported to build on what she/he already knows and can do.
- has a personal key person who makes sure each child makes progress to the best of their ability.
- is in a setting that sees parents as partners in helping each child to learn and develop; and
- is in a setting in which parents help to shape the service it offers.

### ***The Early Years Foundation Stage***

Provision for the development and learning of children from birth to 5 years is guided by the Early Years Foundation Stage. Our provision reflects the four overarching principles of the *Statutory Framework for the Early Years Foundation Stage* (DfE 2024):

- *A Unique Child*  
Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.
- *Positive Relationships*  
Children learn to be strong and independent through positive relationships.
- *Enabling Environments*  
Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners, parents and carers.
- *Learning and Development*

Children develop and learn in different ways and at different rates. The framework covers the education and care of all children in early year's provision including children with special educational needs and disabilities.

### *How we provide for development and learning*

Children start to learn about the world around them from the moment they are born. The care and education offered by our setting helps them to continue to do this by providing them with interesting activities that are appropriate for their age and stage of development.

*The Areas of Development and Learning comprise:*

- *Prime Areas*
  - Personal, social and emotional development.
  - Physical development.
  - Communication and language.
- *Specific Areas*
  - Literacy.
  - Mathematics.
  - Understanding the world.
  - Expressive arts and design.

For each area, the level of progress that children are expected to have attained by the end of the Early Years Foundation Stage is defined by the Early Learning Goals. These goals state what it is expected that children will know, and be able to do, by the end of the reception year of their education.

The *Early Years Outcomes* (DfE 2022) guidance sets out the likely stages of progress a child makes along their progress towards the Early Learning Goals. Our setting has regard to these when we assess children and plan for their learning. Our curriculum supports children to develop the knowledge, skills and understanding they need for:

### *Personal, social and emotional development*

- building relationships.
- self-regulation
- managing self.

### *Physical development*

- gross motor control
- fine motor control.

### *Communication and language*

- listening and attention
- understanding
- speaking

### *Literacy*

- comprehension
- word reading
- writing

### *Mathematics*

- numbers
- numerical patterns

### *Understanding the world*

- People Culture and Communities
- Past and Present
- The Natural World

### *Expressive arts and design*

- Being Imaginative and Expressive
- Creating with Materials

### ***Key person and your child***

Our setting uses a key person approach. This means that each member of staff has a group of children for whom she/he is particularly responsible. Your child's key person will be the person who works with you to make sure that the childcare that we provide is right for your child's particular needs and interests. When your child first starts at the setting, she/he will help your child to settle and throughout your child's time at the setting, she/he will help your child to benefit from our activities.

### ***Our approach to learning and development and assessment***

#### *Learning through play*

Being active and playing supports young children's learning and development through doing and talking. This is how children learn to think about and understand the world around them. We use the EYFS statutory guidance on education programmes to plan and provide opportunities which will help children to make progress in all areas of learning. This programme is made up of a mixture of activities that children plan and organise for themselves, and activities planned and led by practitioners.

#### *Characteristics of effective learning*

We understand that all children engage with other people and their environment through the characteristics of effective learning that are described in the Early Years Foundation Stage as:

- playing and exploring - engagement
- active learning - motivation; and
- creating and thinking critically - thinking.

We aim to provide for the characteristics of effective learning by observing how a child is learning and being clear about what we can do and provide in order to support each child to remain an effective and motivated learner.

### *Assessment*

We assess how your children are learning and developing by being involved in their play. We use information that we gain from our observations to plan next steps. We believe that parents know their children best and we will ask you to contribute by sharing information about what your child likes to do at home and how you, as parents, are supporting their development.

### *The progress check at age two*

The Early Years Foundation Stage requires that we work with the parents and carers to write a short, written summary of each child's development in the three prime areas of learning and development - personal, social and emotional development; physical development; and communication and language - when a child is aged between 24 - 36 months. Your child's key person is responsible for completing the check using information gathered as part of our everyday practice, taking account of the views and contributions of parents and other professionals.

### *Famly*

We use Famly as our online platform to communicate with parents about everyday life at Little Herons including nappy changes, sleep logs, activities, pictures, information and any problems that might occur. We also encourage parents to communicate with us and to share interests from home on Famly.

### *Working together for your children*

We maintain the ratio of adults to children in the setting that is set by the Safeguarding and Welfare Requirements. This helps us to:

- give time and attention to each child
- talk with the children about their interests and activities
- help children to experience and benefit from the activities we provide; and
- allow the children to explore and be adventurous in safety.

### ***Our typical day at Little Herons.***

08.00 Drop off and breakfast  
08.30 Circle Time/Registration  
09.00 Continuous provision  
10.00 Snack time (will be provided at no extra cost)  
10.20 Continuous provision  
11.30 Story time - lunch preparation  
12.00 Lunch  
12.30 Quiet reading/circle time  
  
13.00 Pick up/drop off  
13.10 Circle time/Registration  
1.30 Continuous provision  
14.00 Snack time (will be provided at no extra cost)  
14.30 Continuous provision  
16.00 Story time - Tea preparation  
16.30 Light tea  
17.00 Quiet activities  
18.00 Pick up

NB: Breakfast, lunch and light tea will be provided by Little Herons if booked on Family/MCAS, please provide your child with the appropriate meals if no booking has been made.

## ***Staffing & Employment***

### **Head Teacher - Helen Morley**

Helen is currently Head Teacher of North Curry C of E Primary School and has been since September 2017. She has an Early Years degree and taught in Early Years settings for over 10 years. Helen is the Designated Safeguarding Lead for both the school and the pre-school and also a Paediatric First Aid Certificate. She has a passion for Early Years.

### **Manager - Hayley Wade**

Hayley has been in her position since September 2022. She completed a diploma in social care and went on to do a diploma in humanities with sociology, psychology and history of American politics. She also has a BA Honours degree in English literature with qualified teacher status. Hayley has been a primary school teacher for 22 years, has over 19 years EYFS experience and she values the partnership between early years staff and parents. Hayley is the Designated Deputy Safeguarding Lead for the nursery and has a Paediatric First Aid Certificate.

### **Nursery Apprentice - Louise Farnell**

Louise is our new apprentice, although is already known to us at North Curry School as a parent. She is in nursery Mondays, Wednesdays, Thursdays and Fridays. She loves the outdoors and gardening. Louise previously worked with under 5's before moving to Qatar and having children. Louise is looking forward to working with the children and their families. She has a passion for the outdoors and is excited to help all children explore their outside world.

### **Nursery Practitioner – Clare Brown**

Clare is our part time practitioner. She has worked as a nursery practitioner for over twenty years, so comes with lots of experience. Clare has two sons in our school, who also attended Little Herons. Clare has a health and social care diploma, early years NVQ and a paediatric first aid qualification. She is also trained in Somerset Total Communication sign language. Clare is excited about the future of the nursery and looking forward to being part of its development.

### **Nursery Practitioner – Megan Cave**

Megan is our full-time practitioner. She has previously worked as a teaching assistant and a nursery practitioner and has over six years experience. Megan enjoys baking and the outdoors. Megan is excited about working in a new setting that has lots of outdoor space and opportunities for outdoor learning. She is also looking forward to getting to know her colleagues, the children and their families.

### **Administrator/Nursery Practitioner – Carla Fitch**

Carla completed her NNEB Level 3 in Child Care, Learning & Development. She then went on to adapt her training completing the Diploma in Health Care Practice, specialising in Neonatal Pathophysiology, Neonatal Special and Transitional Care. She spent 12 years working in a busy neonatal unit in London. When relocating, she chose Little Herons for her daughter to continue enjoying her early education before she joined her brother at North Curry Primary School.

*Little Herons is committed to keeping staff up to date with new issues and continuing their professional development. Attendance at training courses is encouraged.*

## **Parental Involvement**

### **How parents take part in the setting**

Our setting recognises parents as the first and most important educators of their children. All of our staff see themselves as partners with parents in providing care and education for their children. There are many ways in which parents take part in making our setting a welcoming and stimulating place for children and parents, such as:

- exchanging knowledge about their children's needs, activities, interests and progress with our staff
- contributing to the progress check at age two
- sharing their own special interests with the children
- helping to provide and look after the equipment and materials used in the children's play activities
- being part of the management of the setting where appropriate
- taking part in events and informal discussions about the activities and curriculum provided by the setting
- joining in community activities, in which the setting takes part
- building friendships with other parents in the setting.

## ***Fundraising (FONCS)***

All parents/carers are encouraged to join Friends of North Curry School (FONCS) who do a truly magnificent job raising funds for the school and Nursery. All parents/carers are encouraged to be involved as their ideas and help are very much valued in whatever way it can be given. Fundraising is essential on a regular basis to maintain funds for the benefit of the children.

## ***Morning routine/First Day***

When arriving at North Curry School in the morning the entrance to Little Herons is the main gate on Portmans. To enter the school site please press 'Nursery' on the entry pad. A member of staff will unlock the gate from inside the nursery and will come to greet you and your child at the Little Herons gate (gate on the left-hand side at the top of the path).

We welcome parents into our setting but also understand some parents need to drop and go. We will help your child into Little Herons classroom and support them to organise their belongings.

Your child will need breakfast (if applicable) lunch (please see 'Hot School Meals' below) and tea (if applicable). They will also need a named water bottle (plain milk and tap water are the safest recommended drinks for healthy teeth).

We ask that all children have spare clothes for any toilet accidents and messy wet play. Please provide nappies and wipes to cover their session time with us.

## ***Settling into the Nursery***

The Staff want the children to feel safe & happy in the absence of their parents and to recognise school staff as safe adults who will care for them and help them grow.

In order to achieve this, we:

- Encourage parents to visit Little Herons with their children during the weeks before admission
- Offer a 2 hour settling in session (no charge).
- Introduce flexible admission procedures, if appropriate, to meet the needs of individual families and children
- Make clear to the families from the outset that they will be supported in Little Herons for as long as it takes their child to settle.
- Reassure parents whose children seem to be taking a long time to settle into Little Herons
- Introduce new families into the group on a staggered basis, e.g. 2 new children a day for a week rather than 10 at once
- Encourage parents, where appropriate, to separate from their children for brief periods at first

Children cannot play or learn successfully if they are anxious or unhappy. Little Herons procedures aim to assist parents/carers in helping their children to feel comfortable and to benefit from what it has to offer so that their parents/carers will return to happy children at the end of the session.

## Uniform

At Little Herons we want all children to feel part of our family. All Little Herons children over the age of 2 will be given a free light blue 'Uniform' polo shirt when starting, embroidered with our heron logo. There is an option to buy further uniform, including hoodies, jumpers and polo shirts from North Curry School suppliers Mapac ([www.mapac.com/education/parents](http://www.mapac.com/education/parents)) When you log on, go to search school (North Curry School TA3 6NQ) and scroll down to nursery uniform. **We recommend suitable clothing to be worn E.g. not to wear best clothes when some of our activities can be very messy - yet fun!**



## Hot School Meals

Hot school lunches are available to order via MCAS (term time only). The cost is £2.50 for a meal. All information is available on the website [northcurryschoo.co.uk/little-herons-pre-school/](http://northcurryschoo.co.uk/little-herons-pre-school/) under 'Hot school Meals'.

A breakfast and light tea is available to book via Family

Please note: Hot school lunches are only bookable during term times, a packed lunch will need to be provided during the school holidays. Breakfast and tea is bookable all year round.

## Cool Milk Scheme

Cool milk is a scheme that supplies all children under 5 with 189 mls of cow's milk every day they are at Little Herons, you do not need to do anything to order the milk. If you would like to provide an alternative for your child, please let us know.

## Oral Care

At Little Herons we take part in the NHS big brush club please scan the QR code to find out further information:



## Safeguarding children

Our setting has a duty under the law to help safeguard children against suspected or actual 'significant harm'. Our employment practices ensure children against the likelihood of abuse in our setting and we have a procedure for managing complaints or allegations against a member of staff.

Our way of working with children and their parents ensures that we are aware of any problems that may emerge and can offer support, including referral to appropriate agencies when necessary, to help families in difficulty.

## *Special Educational Needs*

To make sure that our provision meets the needs of each individual child, we take account of any additional needs a child may have. We work to the requirements of the Special Educational Needs and Disability Code of Practice: 0 to 25 years (2020).

On admission of a child to Little Herons, the manager and key person will assess any additional needs. After the assessment, they will plan a curriculum to suit the child's needs in consultation with their parents/carers. Little Herons liaise with outside agencies, including Social Services, Occupational Therapy, Speech and language etc, and have a close relationship with Acorns Children's Centre in Taunton and their health visitors and practitioners.

## *Information we hold about you and your child*

We have procedures in place for the recording and sharing of information [data] about you and your child that is compliant with the principles of the General Data Protection Regulations (2018) as follows:

The data is we collect is

1. Processed fairly, lawfully and in a transparent manner in relation to the data subject [you and your family]
2. Collected for specified, explicit and legitimate purposes and not further processed for other purposes incompatible with those purposes.
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which data is processed.
4. Accurate and, where necessary, kept up to date.
5. Kept in a form that permits identification of data subjects [you and your family] for no longer than is necessary for the purposes for which the personal data is processed.
6. Processed in a way that ensures appropriate security of the personal data including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

# *Little Herons Policies & Procedures*

## **Policies**

Our staff can explain our policies and procedures to you. Copies of which are available on our website.

Our policies help us to make sure that the service provided by our setting is a high quality one and that being a member of the setting is an enjoyable and beneficial experience for each child and her/his parents.

### **1.0 Child Protection**

- Children Looked after Policy 2024 - 25
- Children Missing Education Policy 2024 -25
- Online Safety Policy 2024 -25
- RHT Safeguarding and Child protection policy
- Whistleblowing Policy

### **2.0 Suitable people**

- Employment and staffing
- Student Placements
- RHT Safer Recruitment Policy and Procedure

### **3.0 Staff Qualifications, Training, Support and Skills**

- Induction of Staff, Volunteers and Managers
- First Aid Procedure 2024 -25

### **4.0 Key Person**

- The Role of the Key Person and Settling In
- Key person Policy

### **5.0 Staff : Child Ratios**

- Staffing

### **6.0 Health**

- Nappy Changing
- Food and Drink
- Food Hygiene
- Sleep Safe
- Bottle Feeding policy
- Dummy Policy
- First Aid Procedure 2024 - 25
- Healthy Eating and Drinking Policy 2024 -25
- Intimate Care Policy
- Supporting Pupils with medical conditions policy 2024 - 25

## **7.0 Managing Behaviour**

- Behaviour and SEMH policy 2024 - 25
- Behaviour Principles Statement 2024 - 25

## **8.0 Safety and suitability of premises, environment and equipment**

- Equipment and Resources
- Critical Incident Procedure 2024 - 25
- Health and Safety Policy
- Health and Safety Statement of Intent
- Risk Assessment Policy 2024 - 25
- Educational Visits and School Trips Procedure 2024 - 25

## **9.0 Equal Opportunities**

- Accessibility Plan 2024 - 26
- RHT Equality and Diversity Policy
- Special Educational Needs and Disability Policy 2024

## **10.0 Records**

- Prospectus September 2024
- Admissions
- Registration Form September 2024
- Parental Involvement
- Working in Partnership with other Agencies
- Huish Nurseries Fees Policy 2024 - 25
- RHT Complaints Policy and Procedure
- RHT Data Protection and FOI Policy
- Privacy Notice

## **11.0 Financial**

- RHT Pay Policy
- Financial Regulations

## **12.0 Staffing**

- RHT Allegations of Abuse Against Staff
- RHT Disciplinary Procedure
- RHT Grievance Procedure
- RHT Redundancy Policy and Procedure
- RHT Safer Recruitment Policy and Procedure

## **13.0 EYFS Policy**

- EYFS Policy 2024 - 25

Little Herons Nursery follow all of these Policies & Procedures. For an in-depth look, the file containing them can be found at the Nursery and upon request a member of staff will be happy to show you. Additionally, all our Policies and Procedures are available to view on our website.

