

Humpty Dumpty



Playgroup

# **HUMPTY DUMPTY PLAYGROUP PROSPECTUS**



## **SESSION TIMES**

(Term Time Only)

Monday – Friday 9.00am – 12.00am

Monday – Friday 12.30pm - 3.30pm

We are open for 38 weeks each year

We are closed at WEEKENDS

We are open for 5 days each week

We provide care and education for young children  
between the ages of 2 years and 5 Years.

## **FEES**

As of January 2023

Humpty Dumpty Playgroup sessions are £16.00

The sessions are for 3 hours.

Lunch sitting £2.75 Per day

## **MAIN CONTACTS**

Lorna Howlett - Manager

Tel 07837 154081

humptdumptykesgrave@gmail.com

# WELCOME TO HUMPTY DUMPTY PLAYGROUP

Dear Parents, Carers & Children

Welcome to Humpty Dumpty Playgroup. We hope that your child will start their exciting educational journey with us. This booklet aims to provide you with all the answers to your questions but we encourage you to come and meet us and enjoy a tour with your child.

Humpty Dumpty Playgroup is within Kesgrave Community Centre, in the heart of Kesgrave.

Humpty Dumpty takes children from 2 years of age, regardless of toilet training.

[www.humptydumptykesgrave.co.uk](http://www.humptydumptykesgrave.co.uk)

**OFSTED**



Our current Ofsted inspection is a split decision of  
**OUTSTANDING AND GOOD.**

For full report go to:

<https://reports.ofsted.gov.uk> › provider

# HUMPTY DUMPTY PLAYGROUP'S AIM



## IS TO HAVE FUN!

- To provide a high quality Pre-school facility for children.
- To provide a community learning base for young children and their families.
- To provide a fun, safe, secure and stimulating environment in which children can learn through their play.
- To enhance the development and education of children from 2 years to school age in a parent involving, community based group.
- To encourage and enhance social interaction skills with peers.
- To work within a framework that ensures equality of opportunity for all children and families.
- To provide this in accordance with the Early Years' Foundation Stage.





# STARTING EDUCATION

## Which provision, when?

Humpty Dumpty Playgroup takes children from 2 years of age.  
The Early Years Nursery Unit offers part-time places to children from 3 and a half years.

Please see the chart below for start dates. It is a statutory requirement that children start school (Reception) the year in which they turn five.

Childs DOB	Pre-School	Reception Year
1 <sup>st</sup> Sept 2017 31 <sup>st</sup> August 2018	From Sept 2019 Subject to availability	Sept 2022
1 <sup>st</sup> Sept 2018 31 <sup>st</sup> August 2019	From Sept 2020 Subject to availability	Sept 2023
1 <sup>st</sup> Sept 2019 31 <sup>st</sup> August 2020	From Sept 2021 Subject to availability	Sept 2024
1 <sup>st</sup> Sept 2020 31 <sup>st</sup> August 2021	From Sept 2022 Subject to availability	Sept 2025
1 <sup>st</sup> Sept 2021 31 <sup>st</sup> August 2022	From Sept 2023 Subject to availability	Sept 2026

# THE ADMISSION PROCESS

You can register your interest in the Humpty Dumpty at any point by filling in a registration form available from the playgroup, email if you would like it sent to you or download from the website:

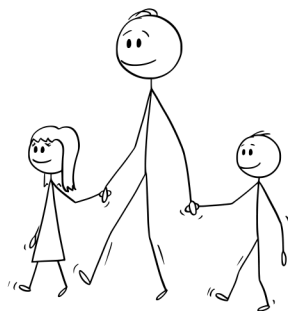
<https://www.humptydumptykesgrave.co.uk/registration-form/>

This form will be held in the setting until you are eligible to start.

At Humpty Dumpty Playgroup we accept children from 2 years of age. We accept children regardless of whether they are toilet trained. In some cases children can receive funding from aged 2, subject to certain criteria.

Every child aged 3 and above is entitled to 15 hours a week (Free), which is equivalent to either our morning or afternoon sessions, 30 hours free childcare may also be available to some three and four year olds with working parents. Additional charges apply when an extra session is booked.

On acceptance of a place, we will require you to complete a set of admission forms to ensure we have the relevant legal information about your child before you leave them in our care. Admission forms will be handed out at the induction session or at your first session.



# OUR SETTINGS TIMETABLE AND ROUTINES

Each session is planned to provide the children with a routine. It is proven that children learn best with routine and continuity so we will endeavour to maintain this at all times. On occasions we may change the session slightly with prior warning, if possible.

- 
- 9.00am Drop off  
We start our day with washing our hands
  - 9.05am Welcome Song in the Story Corner followed by Storytime.
  - 9.15am Free Flow Play
  - 10.00am Snacktime
  - 10.20am Free Flow Play
  - 11.35am Tidy up time.
  - 11.45am Story corner for songs and music
  - 11.55am We get ready for lunchtime, those staying wash their hands, going home get their coats on.
  - 12.00pm Lunchtime/pick up
  - 12.30pm Afternoon session begins with Free Flow Play
  - 2.00pm Snack time
  - 2.30pm Tidy up time
  - 2.45pm Onwards Pick up
  - 3.15 pm Story time
  - 3.30pm The end of the day

Throughout the session the children can play with planned activities or they can self select from the continuous provision e.g. home corner, construction, toys, cars.

We have outdoor play whenever possible e.g. ball games, running. We will have the door open, to our secure outdoor area, so the children can access 'free flow' play and can play in or out as they prefer.

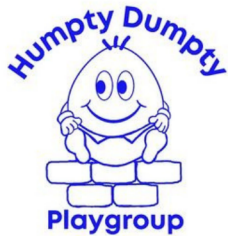
## SNACK TIME

The children are provided with milk or water to drink and a snack of fruit, vegetables and other healthy options.

The children are encouraged to pour their own drinks and drink out of a cup.

This promotes their independence.

## UNIFORM



### Did you know .....

You can purchase your child **Humpty Dumpty** clothing to wear to Playgroup.



[www.myclothing.com](http://www.myclothing.com)

5% cash donation to your school. My Clothing will donate 5% of sales on all embroidered products bought from a participating schools web page. Includes embroidered products on the school's web page.

# EDUCATIONAL PROGRAMME



The sessions are planned around the Early Years Foundation Stage (EYFS).

This curriculum covers children from birth until their fifth birthday and follows them through the Reception Unit and sometimes into Year 1 depending on the child's level of development.

## KEY PERSON

We operate a key person system whereby one member of staff is linked to your child. Your key person takes charge of your child's observation record and will ensure that information gained from you and during the Pre-school session will be used to create an overall picture of your child's needs and progress. You can arrange to see your child's records through your key person.

## LEARNING THROUGH PLAY

Children learn best when they are actively involved in something they enjoy. When you visit us it will appear obvious that the children spend a great deal of time 'playing'. Play has a serious purpose for each child; it is his or her main learning tool. Play offers a child a means of exploring and understanding the world and his or her place in it. Our play activities are carefully structured and tailored to meet each child's individual need.

## HALF TERMLY TOPICS

We cover different topics each half term allowing the areas of the Early Years Foundation Stage Curriculum to be covered in a way that is relevant to young children.

There are three prime areas of learning and development -

1. Personal, Social and Emotional Development,
2. Communication and Language,
3. Physical Development.

These are the areas on which we place primary focus to create individuals that are independent, good communicators and physically able. This then makes the children more receptive to the four specific areas of the curriculum. These are Literacy, Mathematics, Understanding the World and Expressive Arts and Design.

All these areas are interconnected using the unique Child Characteristics of Effective Learning.

Playing and exploring – engagement

Active Learning – motivation

Creating and Thinking critically – thinking

As your child progresses along the Early Years Foundation Stage we will work together and share your child's progress; verbally through your child's key person at sessions, through "stickers" that your child will be proudly wearing on collection and observations of play that we will share with you at the end of each week. We will also share development through the 2 and 3 year old assessment reports at the end of each term.

# GETTING READY FOR HUMPTY DUMPTY

There are a number of ways you can help your child to settle in at Humpty Dumpty, here are some suggestions:

Talk to your child in a positive manner about what they should expect when they go to Humpty Dumpty; new friends, things to make and do etc. This will be helped by the visits you attend prior to starting.

Reassure your child that they won't be left alone; they will always be with a member of staff.

Play games and do puzzles together to build levels of concentration in preparation for activities at Humpty Dumpty.

Encourage your child to share with you and other children, play appropriately with toys and to help you to tidy up after play.





# SETTLING IN

We treat each child as an individual, so settling into Humpty Dumpty Playgroup will be a different experience for each child.

You are encouraged to visit with your child before their first session to help you understand a bit more about the way in which the Humpty Dumpty works and what to expect .



While they settle into their new environment, staff will inform you about how Humpty Dumpty runs and gain useful information about your child. We will work with you to settle your child appropriately, if this means being left for shorter periods initially or a parent staying for a time then this is also acceptable.

After the initial settling in period, we aim to offer a varied curriculum leading to approved learning outcomes. This is achieved through practical play-based activities.

It is our goal for your child to make new friends, have lots of fun and enjoy the time that they are with us. We will work closely with you to maximise their experience at Humpty Dumpty.

# THE ROLE OF PARENTS AND CARERS

Parents/carers are the most important people in a child's life.

Parents/carers know their children and can provide a very valuable insight into the young children that we have in our care.

At Humpty Dumpty Playgroup we recognise this and ensure that we work closely with parents/carers at all times.

Once your child has settled into Pre-school life, family members are welcome to come along and enjoy the fun of a Pre-school session. This allows your child to show you their friends, any work they are doing and allows the staff to work with you and your child together, ensuring continuity and transition between parent/ carer and Pre-school is smooth.

# THE ROLE OF PLAYGROUP STAFF

The Playgroup is made up of a manager, a deputy and a team of fully qualified staff. All staff are first aid, safeguarding and health and safety trained. All the staff have a strong knowledge of the Early Years Foundation Stage and are passionate about assisting the children in their development from their first tentative steps in the education system.

Each child is issued a key person after they start Humpty Dumpty. This key person will be chosen according to the relationships that are established and also the frequency of sessions they work with your child. The key person is responsible for collecting key information but the whole team will work to ensure that we have a fair overall holistic view of your child within the Playgroup.

The staff also undertake some designated co-ordinator roles. These roles include Special Educational Needs (SEN), Health and Safety, Safeguarding, Inclusion and Well Being.

# FEES

Humpty Dumpty Playgroup take children from the age of two years old, spaces and ratios permitting.

As of January 2023

Humpty Dumpty Playgroup sessions are £16.00

The sessions are for 3 hours.

Lunch sitting £2.75 Per day

Humpty Dumpty prices are for children paying fees, for example, children under three and those who are three but are not yet eligible to access the funding. The fees are calculated on a daily basis.

Children accessing the Government Nursery Education Funding from the term after they turn three can access the sessions up to a maximum of five sessions per week or 15 hours per week.

The funding may be shared with one other provider.

Anything over the five sessions will be charged at the above rates.

30 hours free childcare may be available to some three and four year olds with working parents.

Please check the Government website [www.gov.uk](http://www.gov.uk) to see if you are eligible and to apply for a funding code.

The extended funding will start at the beginning of the following term. You must give the Pre -School your 30 hours funding code and NI number so that they can claim the funding for your child.

# **THE TEAM AT HUMPTY DUMPTY PLAYGROUP ARE:**

**LORNA HOWLETT** - Manager  
Designated Safeguarding Officer  
QUALIFIED TEACHER

**HELEN RINDER** - Deputy Manager  
Deputy Designated Person Safeguarding Officer  
BA (Hons) in Early Years and Primary Practice  
(working towards)  
FDA in early years practice (level 5)

**SUSIE PRESTON** - Practitioner  
NCFE CACHE LEVEL 3 DIPLOMA FOR THE EARLY YEARS  
WORKFORCE (EARLY YEARS EDUCATOR): Level 3

**JEMMA COE** - Practitioner  
BTEC NATIONAL DIPLOMA in Early Years: Level 3

**CLAIRE GROOM** - Practitioner  
CACHE Diploma in Child Care and Education: Level 3



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