



Blackpool Gateway Academy

Nursery Information Pack

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We look forward to getting to know both you and your child, and hope that this booklet will answer all of your questions. If there is anything else you would like to know, please do not hesitate to contact a member of staff!

Grant Information

- Up to 15 hours free of charge (Every child between the ages of 3-4 is entitled to this from the government)
- This grant is accessible from the term after your child turns three.
- If you wish for your child to start nursery before their funding is accessible, you can hold off and pay for their sessions once they have turned three.
- An additional 15 free hours are available for parents that meet the 30 hours free childcare criteria. To find out if you are eligible please visit: www.childcarechoices.gov.uk
- Children must use the full 15-hour entitlement at our nursery.
- Anything over the 15 hours will be charged at a fixed rate of £4.00 per hour.

If you have any queries regarding **any** of the information mentioned above, please do not hesitate to contact us at the Nursery.

Session Times

The session times of the nursery are as follows:

Full day – 8:45am – 3:15pm

Morning – 8:45am – 11:45am

Afternoon – 12:15pm – 3:15pm

Your child is also able to access the breakfast club facilities, which run from 7:45am – 8:45am (at a cost of £2.50 per session) and the after-school club facilities, which run from 3:15pm to 5:30pm (at a cost of £5.50 per session).

Children will be dropped off for the morning sessions (8:45am) at the playground door, and collected from the same place at the end of the day (3:15pm). If your child is being collected at the end of the morning session (11:45am) or attending the afternoon session (12:15pm), please bring/collect them to/from the school's main reception.

Uniform

Please ensure your child's name is written on all of their uniform.

Basic uniform

- Grey trousers, skirt or pinafore
- White polo shirt
- Blue BGA cardigan/Jumper (These can be purchased from First Class Kids)
- Black/grey flat closed toe footwear
- White/grey socks or tights.

Summer

- Blue and white gingham summer dress
- Grey shorts
- White polo shirt

Outdoor Wear

A coat or jacket suitable for the weather. Children can also bring in a pair of wellies to leave at school for wet weather, as they can access the outdoor provision in all weather. When the weather gets warmer, your child can bring a sun hat into school. The staff in nursery cannot put sun-cream on your child at school, however you can use a 12-hour sun-cream and apply this in the morning before Nursery.

Bags

Please can children bring a bag into nursery everyday so that letters, paintings and important information may be sent home.

Equal Opportunities

We offer every child and parent the same opportunities irrespective of their age, culture, gender and social background. All children are treated with respect and kindness.

Lunchtimes

Children staying for lunch can bring their own packed lunch. We are a healthy school and encourage nutritious packed lunches, with no fizzy drinks or sweets. You can also purchase a school dinner for your child, at a cost of £1.80 per day.

Payments

Payments for any hours over the 15 or 30 free hours are to be made through our ParentPay system. You will receive a username and password for ParentPay soon after your child starts at our nursery. A link to ParentPay can be found on our school website for more information. **To ensure that you do not accumulate any debts, please make sure that all nursery fees are paid at least a week in advance.**

Nursery Staff Information

Nursery Teacher – Miss B Clancy

Nursery Teaching Assistants – Miss A Davies / Mrs S Raja

Nursery Accounts – Mrs L Jackson and Mrs A Marshall

Other members of the Foundation Stage team work with the children in our Nursery. Your child will be cared for by a qualified nursery teacher and a nursery nurse up to NVQ Level 3. At lunchtimes your child will work with familiar staff, along with some of the Foundation Stage Unit staff.

A qualified Early Years teacher will work closely with your child and yourselves as a family, as will all other staff in the Foundation Stage Unit. Mrs Robinson is the lead key person for all children and will oversee all of the children's learning, development and progress. Our Foundation Stage team do work very closely together, for the benefit of all children, and so, if you do have any concerns or queries please speak to any member of our team.

Snacks and Drinks

Fruit and milk/water is available for your child throughout the day or at snack time. Children are encouraged to lead healthy lifestyles and try a range of different healthy foods.

Parental Involvement

At Blackpool Gateway Academy we feel that parental involvement and interest is vital to the progress of the children. We encourage staff, parents and carers to work together to help children develop to their full potential.

You are the expert on your child, and sharing information with us about your child's learning, development and interests will enable us to tailor the experiences we provide to suit your child and their individual needs. Please let us know if your child has any achievements we can celebrate together, by filling out a 'wow moment' (you will receive one of these when your child starts nursery).

We also share learning and development through our whole school 'Class Dojo' page and at our 'Family fun' sessions, where parents are invited to come in and experience their child's nursery day, and see what they enjoy doing most! At these sessions, you will have the opportunity to talk to the staff that work with your child, and discuss their progress and development. We also regularly send home letters, books and newsletters to share information. Staff are also available everyday for informal chats/any questions you may have regarding your child or the school. Should you require time with staff to discuss anything in private, please contact the school office to make an appointment.

PLEASE NOTE...

- **Children attending the nursery MUST be fully toilet trained.** If this is not the case upon entry then your admission dates will be deferred until a later date. This may mean that your place will be lost, if there is a waiting list already.
- Admission to the nursery **DOES NOT** give an automatic right to transfer into the school.
- 1 month's written notice is required if you wish to change your child's hours.
- If your child attends another nursery provider, please ensure you have given the required notice.
- Payment must be made in advance, either weekly/monthly/termly by the 'ParentPay' system.
- Fees are **NON-REFUNDABLE**. Any holidays taken during term time must be paid for.

