



Welcome Pack

Here at Hound Owls Preschool we are dedicated at providing high quality childcare, with a friendly, family feel. We engage with parents to build good relationships from day one. We follow the Early years foundation curriculum which covers the 7 areas of learning. The areas of learning are split into the Prime areas and the Specific areas. The three prime areas are

- Personal, Social and Emotional development
- Communication and language
- Physical development and

Our activities and environment will also develop the children's knowledge, practice, and understanding of

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

through meaningful experience of the world around them.

Personal, social and emotional development involves helping children to develop a positive sense of themselves, and others; to form positive relationships and develop respect for others; to develop social skills and learn how to manage their feelings; to understand appropriate behaviour in groups; and to have confidence in their own abilities.

Communication and language development involves giving children opportunities to experience a rich language environment; to develop their confidence and skills in expressing themselves; and to speak and listen in a range of situations.

Physical development involves providing opportunities for young children to be active and interactive; and to develop their co-ordination, control, and movement. Children must also be helped to understand the importance of physical activity, and to make healthy choices in relation to food.

Literacy development involves encouraging children to link sounds and letters and to begin to read and write. Children must be given access to a wide range of reading materials (books, poems and other written materials) to ignite their interest.

Mathematics involves providing children with opportunities to develop and improve their skills in counting, understanding and using numbers, calculating simple addition and subtraction problems; and to describe shapes, spaces and measures.



Understanding the world involves guiding children to make sense of their physical world and their community through opportunities to explore, observe and find out about people, places, technology and the environment.

Expressive arts and design involves enabling children to explore and play with a wide range of media and materials, as well as providing opportunities and encouragement for sharing their thoughts, ideas and feelings through a variety of activities in art, music, movement, dance, role play, and design technology.

Playing and exploring – engagement

- Finding out and exploring
- Playing with what they know
- Being willing to ‘have a go’

Active learning – motivation

- Being included and concentrating
- Keeping trying
- Enjoying achieving what they set out to do

Creating and thinking critically – thinking

- Having their own ideas
- Making links
- Choosing ways to do things

The EYFS has four themes:

- A Unique Child
- Positive Relationships
- Enabling Environments
- Learning and Development





At Hound Owls we work hard to ensure that these themes are embedded in our everyday practice and routine.

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As a team we are committed to an active learning environment so that all children are able to follow their interests; by engaging in an activity of their choosing they will enjoy it and it will also be meaningful and pleasurable. We facilitate this by:

- Encouraging the children to have fun and learn through new experiences, guided by positive adult role-modelling
- Carefully planning the environment and materials around the children's needs and interests
- Providing activities to challenge children to think, reflect and problem solve
- Organising space both in and out of doors into interest areas
- Enabling free-flow play between inside and outdoors
- Well organised and effective staff deployment
- Having adults interact supportively throughout the session, focusing on children's strengths as children work on age appropriate experiences. As children's confidence grows, they can form authentic relationships with both adults and children. Where conflict arises, we use a problem-solving approach.

Children learn through play. This vital time in their early years is perfect for children to learn social skills, to boost their communication and language and to build Physical skills. At Hound Owls we will encourage, develop and plan for the children to-

- Play,
- To explore using all their senses
- To imagine and make sense of their world
- To practice and learn new skills
- To explore, communicate and develop strategies to manage their feelings and responses
- To take risks and develop independence and risk assessment skills
- To notice, learn and care for the natural environment, themselves and others

Home Visit



Due to Covid we are not doing home visits at this moment. As soon as it is safe to do and restrictions are lifted then we will start them again. Our starting point for your child's learning journey at Hound Owls will be our home visit. Your child's key carer will come out with another team member and visit you and your child at home. This is a great time to get to know you in an informal way and to allow us to answer any questions you may have. This is also allowing the key carer to forge a bond with you and your child and to make plans for their first days at Hound Owls. The children often remember the time 'you came to my house'. We will base our planning on what you tell us your child likes and enjoys doing with you as this will be something they know and will help them to settle and feel more secure e.g. singing a favourite song, reading a favourite book, bringing in their special object (be it a rag or a cuddly toy). In planning for your child, we will ensure that the activities, environment and support we provide will include the characteristics of effective learning.

As we are experiencing Covid and restrictions we will encourage settling in sessions at the beginning of January to start building the relationship of Keyworker and the family.

What to bring to Preschool

Items you will need to bring to Hound Owls for your child, in a named bag please:

- Waterproofs and wellie boots.
- In summer time please ensure that sun cream has been applied and provide a named tube of sun cream for your child's use at the setting, as some children will be allergic to certain brands and/or need varying SPF's depending on their skin type.
- A sun hat for the summer months.

We would also ask that each child has a complete change of old clothes in their bag and, if they are toilet training, extra items as may be necessary as well as any nappies, nappy bags, wipes etc.

For health and safety reasons please do not send your child in wearing jewellery of any kind as this may get caught, lost and cause injuries.

Please ensure all clothing is clearly marked with your child's name – especially the clothes they are wearing!

A lunch box- if your child is staying for lunch, please bring a named lunch box. We are a healthy food setting and discourage sweets in their lunch box.



A water bottle, we will provide milk and water but some children prefer their own bottle. Please make sure it is labelled with the child's name on.

Settling in

We have a Settling in Policy for children new to the setting, to enable them to feel comfortable and increasingly confident in their new situation. In brief, we are flexible to each and every child and family. If you feel your child is ready to be left straight away that is fine. If you want to stay for an hour with your child or a whole session this is also fine. Please speak to your child's keyworker or the manager about what is best for your child.

Keyworker system

We operate a keyworker system. This means that each member of staff has a group of children for whom they are particularly responsible for. They will work in partnership with parents/carers to make sure that the preschool provides for your child's particular needs and interests. In instances where there is a change in your child's keyworker, the new keyworker will (where possible) work alongside the previous keyworker until such times as your child knows them and feels comfortable with them.

As part of the keyworker system, we will work with you, and your child, to complete your child's Learning Journey. The Learning Journey is a working document used to document your child's progress throughout their time at Hound Owls. We will be using Tapestry learning log. This is an online learning log. We will set up the account prior to the child starting. We value parent's contributions to the Learning Journey and actively encourage you and your child to upload pictures, observations and videos to Tapestry. Meetings will take place during your child's time with us to give you a chance to discuss your child's development with your child's keyworker. We will endeavour to hold meetings at times that suit parents/carers.

Working with Parents

Hound Owls strives to work together as partners, promoting parental involvement. We recognise that parents are a child's primary educators. We regularly consult with parents either verbally or through questionnaires/surveys as we value your opinions, and this helps us to provide a better service. We will also use Tapestry to communicate with parents. Within the setting we provide support for parents in the form of notices and a parent information point with information on local services, healthy eating, language tools, books of interests etc.



We strive to support

families and parents by:

- Valuing all parents equally
- Meeting with parents at times convenient to them
- Keeping all information confidential unless abuse is suspected
- Talking through the possibility of involving outside agencies where appropriate and only with parental consent, unless abuse is suspected
- Having a trained SENCO (Special Educational Needs Co-Coordinator) to work particularly with children with special needs

You can contribute to our pre-school in the following ways:

- Being part of the Hound Owls Parents and Friends Facebook page
- Building friendships with other parents in the pre-school
- Attending meetings, outings and fundraising activities

Children with Special educational needs

As part of our policy we make sure that the additional needs of a child are taken into account. The preschool works to the requirements of the 1993 Education Act and the Special Education Needs Code of Practice (2000). We have a trained and experienced SENCO who will work closely with you, our Area SENCO (Early Years Advisory Teacher) and outside agencies to meet the needs of our children. A copy of our SEN policy is available for you to read in the setting and hard copies can be made for you or emailed to you on request. The SENCO is Kirsty Jones.

Safeguarding

We take safeguarding as our number one concern. We will endeavour to keep all children safe and secure. We will have in place robust safeguarding procedures and all staff will be highly trained in this area. Any concerns for the children will be voiced to the parents, the local safeguarding board and appropriate authorities.

We will carry out daily risk assessments of the preschool and the outside area. We will carry out risk assessments of the woodlands periodically.

Friars Copse and woodlands



We are so lucky that we have this wonderful woodland around us at Hound Owls. We endeavour to take the children out into the woods once the children have settled into preschool. We will have really good ratios of 3 children per adult. We will all wear waterproofs and wellies if needed. A member of staff will take the explorers bag which will include the settings mobile phone and medical kit. We will be very close to Preschool of any of the children needed the toilet we can get back easily and quickly. We are in partnership with the woodland trust and they will invite us to watch from a safe distance any appropriate activities.

Prices and session times

At Hound Owls we are flexible with start and finish times. We are understanding about drop off at local schools for siblings. Our sessions and prices are

Option Type	Start	Finish	Hours	cost (non funded) - over 3	Cost (non funded) - under 3
School day	8:30	2:30	6	£30	£24
Extended day	8:30	4:00	7.5	£37.50	£30
Morning	8:30	11:30	3	£15	£12
Afternoon	1.00	4.00	3	£15	£12
Add-on lunch	11:30	1.00	1.5	£7.50	£6

Notice Period

We require 4 weeks notice if for any reason your child is leaving our setting. This gives us time to inform funding and to settle any invoices.

We are excited and looking forward to being part of your child's early education. Any questions please do not hesitate to call, pop in or email and ask us.