

Welcome to



Badbury Park Primary

Nursery Handbook

Head of School: Mrs Louise Dance

Badbury Park Primary School
Homington Avenue
Coate
Swindon
SN3 6EP

Thank you for choosing Badbury Park Nursery School



We have built an inspiring, bespoke environment and curriculum with the children's and community's passions and fascinations at the heart of what we do.

The educational journey of a Badbury Park child begins in our vibrant and creative Early Years setting where child-led play, authentic resourcing, outdoor learning and forest school principals are central. This is where the seeds of a lifelong learning will be planted.

At Badbury Park Nursery we aim to develop the whole child; building children's resilience and values in a supportive and nurturing environment where mistakes are celebrated, curiosity nurtured and aspirations are high.

Amidst a busy day of problem solving, laughter and learning there is planned time for reflection and mindfulness. We are blessed with beautiful green spaces, a copse and stream, a dance studio, a multi-sports area and a cookery room, which ensure Badbury Park children experience a varied and inclusive curriculum.

We have employed the best educational practitioners who are passionate, flexible and creative with their teaching and who wholeheartedly want the best for our children.

Nursery School Aims

- That all pupils are provided with outstanding learning experiences that will ensure engagement and nurture curiosity
- That all children will be taught by professionals who are skilled, adept and enthusiastic about teaching and learning and are committed to transferring that enthusiasm to another generation.
- That a shared expectation of behaviour and adherence to our shared values are the cornerstone of a successful learning environment.

We will

- Have an emphasis on outdoor learning, child led learning within a safe, stimulating and caring environment
- Respond to children's diverse learning needs and make certain that experiences are provided to ensure they succeed and parents feel supported
- Overcome potential barriers to learning for individuals and groups of children.
- Encourage learning through play; "Play is the highest form of research." (Albert Einstein).



Curriculum Principles

Our curriculum is creative and inspiring, designed to promote curiosity, cooperation, collaboration, reasoning and resilience, it is enhanced by outdoor learning. We also recognise the importance of the need for high quality sustainable play for all nursery children. Like all schools within The Blue Kite Academy Trust, Badbury Park Primary School and Nursery has a dynamic approach to teaching and learning; we set creative enhancements within our provision for pupils to explore, we engage their curiosity and nurture their imaginations, allowing children to become more fully involved, independent and excited about learning.

Values

At Badbury Park Primary School and Nursery, we teach values throughout our curriculum. We equip children with the vocabulary to talk about values and therefore embed them into their day to day lives. The staff and children will choose values for the school, and children displaying these values will be celebrated.

The core values that will be at the heart of Badbury Park are:

Perseverance

Respect

Compassion

Resilience

Collaboration

Honesty



Application process

- ✓ Parents requiring a place for their child should complete the nursery school application form available from the school office.
- ✓ Parents will be offered the opportunity to visit the school nursery, prior to submitting a completed application.
- ✓ Nursery school application forms will be available to any parent on request.
- ✓ Parents will be informed of the success of the application in writing after the application deadline.
- ✓ Parents will be expected to confirm their acceptance of their child's place in writing within two weeks of the offer of a place.

Parents can choose to book either 15 or 30 hours. If requesting 30 hours and/or flexible hours, this must be indicated on the application form. The school will do its utmost to provide flexible hours. However, please do understand that some sessions may be full or are unable to be offered

Badbury Park Nursery will have 24 three-four year old places. The Governors of the school will offer children a place in the nursery class in the term following their third birthday if there is space available, according to the criteria in the following order of priority:

- Children in the care of a Local Authority (Looked After Children).
- Children with a particular compelling educational and/or social or medical need as referred by a professional (e.g. social worker, speech therapist, health visitor, doctor etc.)
- Children who have an elder sibling currently attending Badbury Park Primary School in the September of the year of their admission.
- Those children who will have an older sibling attending Badbury Park Primary School in the September of the year of their admission.
- Parents who will be selecting Badbury Park Primary School as their preferred placement when starting school.
- The position of the child's home address in relation to the school.
- Within the above criteria, each application is always considered very carefully on its individual needs.

Please note: Due to government legislation, a place in the nursery class **does not guarantee a place in the primary school**, and parents and carers must still go through the correct Swindon Borough Council admissions procedure. The school nursery staff will liaise closely with the staff in reception classes, to plan for a smooth transition to their chosen or allocated school. Nursery staff will send on reports and other agreed records to the school, admitting the pupil as appropriate.

Fees and Funding

3 /4 year old funding – all children are automatically entitled up to 15 hours funded Early Education Funding from the term following their 3rd birthday. However, in order for us to claim these funds from Swindon Borough Council on your behalf you must complete Parental Declaration Form and submit your child's birth certificate.

In addition, families meeting specific employment/earnings criteria may be eligible for an additional 15 hours funding top-up per week. For further information and/or to check if you qualify for this additional funding, please visit www.childcarechoices.gov.uk. You will instantly be advised if you are eligible, and you will be provided with a unique 11 digit reference which must be provided to us when you complete our Nursery Application Form, along with your child's birth certificate. **Please note:** once you have been provided with your validation code, you will be advised of the dates for which this funding applies. It will be necessary for you to re-apply approximately every 3 months i.e. before the expiry of your notified funding end date.

Where parents do not qualify for more than 15 hours per week of funded sessions, additional sessions may be purchased, subject to availability, at a cost of £15 per session (3 hours).

Nursery School sessions and timings (School term time only)

Morning	Afternoon
8.30-11.30	12.30-3.30

There are a limited number of 30 hours places available. Children who stay all day (from 08.30-3.30 – 35 hours) will have a lunch hour from 11.30-12.30 which will be chargeable at £4 per hour, plus an additional charge for a hot lunch (£2.30). Or parents can provide a packed lunch from home.

Meet our staff



CEO of the Blue Kite
Academy Trust



Mr Evans

Executive Headteacher



Mrs Fraser

Head of School /
Reception Class
Teacher



Mrs Dance



Mrs Artus
Business Manager



Miss Boase
Nursery Teacher



Mrs Humphries
Student Teacher

Safeguarding

Badbury Park Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. A pupil may disclose information of a sensitive nature to a member of staff at any time. If this happens, the Swindon Local Safeguarding Children Board (LSCB) procedures will be followed. Our child protection policy with a complete explanation of procedures can be viewed on our website: www.badburyparkprimary.co.uk.

Our Designated Safeguarding Leads are: Mrs L Dance and Mrs J Fraser

Our Nursery Uniform

School logo: The Blue Kite Academy Trust have chosen to use an anemone leaf as the school logo for Badbury Park Primary School and Nursery after being inspired by the work of Richard Jefferies. Our logo links closely with the vision we have for our children to have a close connection to their outdoor environment and learn about the history linked to the Badbury Park area.

Our school uniform can be ordered directly from our supplier at www.dressmyschool.co.uk or by visiting their unit at: GS Instyle Ltd, 6 Rockhaven Park, Kembrey Street, Swindon SN2 8BB.

Nursery Uniform

Grey Tracksuit trousers

Grey Badbury Park sweatshirt with logo

White polo shirt- with or without logo

Plimsoles, daps or plain trainers in black or grey



Each item should be clearly marked with your child's name.

Sun safety

We encourage all children to wear sun hats when outside during hot weather. Please provide a **named** sun hat and a bottle of sun protection cream for children to apply. During Forest School sessions, children will need their arms covered.

Coats, Wellies and Waterproofs

As outdoor education is at the heart of Badbury Park Primary School, it is essential that every child has appropriate outdoor clothing e.g. waterproof trousers, a warm coat, and wellies. Again, please ensure that they are all clearly labelled with their name. We do try to go out in all weathers.

Attendance

For your child to benefit fully from nursery education, attendance needs to be regular and punctual. Patterns of unattended sessions are monitored, in particular for funded nursery places, and if a child is absent for a period of three weeks without any contact from the parents the child may lose their place and it may be offered to someone else.

Absence: If your child is going to be absent from nursery for any reason you should call the school office before their session begins on the first day of absence. If your child has a sickness bug they must stay away from nursery for 48 hours after the last bout of sickness.

Holidays: we would encourage all holidays to be taken outside of the school term time. However, if you this is unavoidable please notify the school office of your intention in writing so that we are aware as to why your child is absent on those specific days. If your child is funded, the Borough will not fund more than 4 weeks absence in any continuous period.

Travelling to School

We would like to encourage all children who live locally to walk to nursery. However, if parents need to drive, please park responsibly when visiting our school. The safety of our children is paramount.

Personal Care

Children will independently use the toilets and be expected to dress and undress themselves. We want children to be as independent as possible and encourage them to put on their own coats, wellies and waterproof trousers. Please let nursery staff know if your child may need some initial support.

Medical Needs

If your child has medical needs that require interventions from an adult please contact the Head of School before he/she starts in nursery.

Medication in School: It is not school policy to administer medicines (e.g. paracetamol, Piriton, etc.) during nursery sessions but parents are welcome to come in and give medicine when required. However, if your child has a long term medical condition that needs medication during school time please complete a medical form in the school office and we will try and make the appropriate arrangements.

Special Educational Needs

If your child has any special needs please contact the school ahead of them starting so we can carefully plan their transition into our Nursery.

Accessibility and Equality

The school promotes equality of opportunity and is pleased to discuss the needs of all its pupils, including those with disabilities, and will endeavour to meet their requirements.

School Milk

All children under 5 are entitled to receive free milk at school.

Photographs

During your child's time at Badbury Park Primary and Nursery School we may wish to use photographs or images and the first name of your child for the purposes of displays, class books or for publicising or promoting school activities on the school website or social media.. You will be given a permission form in your induction pack which we would you to complete to give your consent for school to use images, or to opt out if you prefer.

Privacy Notice

Any information you provide will only be used for the reasons specified. We will only disclose your information to other parties in the following limited circumstances:

- Where we are legally obliged to do so, e.g. law and regulatory authorities
- Where there is a duty to disclose in the public interest
- Where disclosure is necessary to protect our interest, e.g. to prevent or detect crime and fraud
- Where you give the school permission, e.g. on your enrolment form

A copy of our full privacy notice is included in your induction pack and can be found on our website.

