



## **NURSERY SCHOOL PROSPECTUS**

### **VISION STATEMENT**

**“You make the difference – today, tomorrow, together”**



### **AIMS STATEMENT**

- To provide a warm, friendly, welcoming environment where partnerships are built, valued and understood.
- To provide a rich and stimulating environment which enables the unique child to become a competent learner.
- To work together for our local community.

## **Vision Statement**

### **Bright Start, Bright Futures**

**Chances to explore, discover and grow, to make a difference today, tomorrow and together**

### **Principles and Values**

All children are entitled to high quality teaching and learning in a rich and stimulating environment across all seven areas of the EYFS. This will equip them with the skills, knowledge and understanding they need today and prepare them well for tomorrow. Curriculum development is educator development: what we do, and how we do it matters equally. We support and respect each other and work as a reflective team, sharing best practise and ideas. We value each other's strengths and we listen to each-other's perspectives.

Each child's development is unique. We strive for the best outcomes for all children and families in an environment that is welcoming, nurturing, safe, enabling and inclusive. We value and respect parents/carers as partners and work together to provide the opportunity for children to reach their individual potential.

We use a holistic and restorative approach to embed integrated working with other agencies to support all children and families.

We understand, recognise and value the place of our children and families within their local community. We strive to prepare our children and families to contribute to its future success and sustainability.

# **OFSTED INSPECTION FEBRUARY 2019**

Here is a sample of some of the comments, from our last OFSTED inspection in February 2019. The full report is available from the School Office, on request, or is on our website [www.bedworthheathnurseryschool.com](http://www.bedworthheathnurseryschool.com)

## **Overall Effectiveness -**

### **This school continues to be Outstanding**

"The leadership team has maintained the outstanding quality of education in the school since the last (outstanding) inspection. The passion you and your whole team have for early education, combined with hard work and commitment has made sure that the outstanding provision and excellent outcomes recognised at the time of the last inspection have been sustained. In fact, the nursery has continued to evolve and offers outstanding provision that has been further enhanced so that every child, regardless of need, can benefit from the exceptional care and education you provide."

"Children are given time to explore their learning. They show an exceptional ability to concentrate and focus because learning is exciting and engages them from the outset."

"Provision for the two-year olds is exceptionally well matched to their physical and emotional needs and abilities. Leaders tailor the learning environment inside and out to ensure a sense of security in which the youngest children flourish."

# **THE CURRICULUM**

Young children learn best through 'active learning' when they are working at self-chosen activities. They use their first hand experiences and are encouraged to make choices, explore, examine, investigate, discuss and solve problems. Through their experiences, children are developing knowledge, concepts, attitudes and skills. Highly trained educators provide materials and experiences to promote growth and learning in the areas of social, intellectual, physical, emotional and spiritual development. Much of the work is child initiated with the staff supporting the children's learning by extending their knowledge and understanding. This work is balanced by activities that are adult led to develop particular skills or ideas, e.g., our focus work that aims to increase the children's awareness of their environment and their place within it.

The Nursery is planned and organised in line with the Early Years Foundation Stage Curriculum through which the children work towards the Early Learning Goals.

The Early Learning goals are divided into seven areas of learning.

These are:

Personal, Social & Emotional Development

Physical Development

Communication and Language

Literacy

Mathematics

Understanding the world

Expressive Arts and Design

Please see our Curriculum Policy for further information

Across the seven areas of learning, we place great emphasis on developing children's independence, creativity and critical thinking and the curiosity to play and explore.

### **Personal, Social & Emotional development**

Successful personal, social and emotional development is vital for very young children in all aspects of their lives and gives them the best opportunity for success in all other areas of learning. It is crucial that adults provide the experiences and support that young children need to develop a positive view of themselves.



### **Communication and Language**



This area of learning includes:

- Speaking & listening in different situations and for different reasons
- Learning about the sounds that letters make
- Understanding language
- Paying attention
- Using communication to support and develop thinking skills



### **Physical development**

Physical development is about improving skills of co-ordination, control, manipulation and movement. It helps children gain confidence in what they can do and enables them to feel and understand the positive benefits of being healthy & active.

## **Mathematical Development**



This area of learning includes counting, sorting, matching, seeking patterns, making connections, recognising relationships and working with numbers, shapes & measures. Mathematical understanding is developed through stories, songs, games, practical activities and imaginative play so that children enjoy using and experimenting with numbers, begin to learn about calculating and understand simple concepts related to shape, space and measure.

## **Literacy**

This area of learning includes developing the skills which will lead to:

- Being able to read a wide range of books, re-telling stories and reading simple texts
- Writing for a variety of purposes, and understanding that the marks they make communicate meaning.

## **Understanding the World**

In this area of learning, children are developing the important knowledge, skills and understanding that help them to make sense of the world. This forms the foundation for later work in science, design & technology, cultural capital, history, geography and information & communication technology (ICT). Knowledge and skills are developed through a wide range of practical activities based on investigation and exploration.



## **Expressive Arts and Design**

This area of learning includes art, music, dance, role-play and imaginative play. Being creative enables children to make connections between one area of learning and another and so extend their understanding. Expression through creativity is key in building self-esteem and emotional well-being.



We aim to ensure that your child has access to a wide range of activities and experiences in a secure and stimulating environment, which allows them to make good progress, enjoy learning and achieve new skills.

## THE OUTDOOR CURRICULUM

Children learn and are taught all the areas of learning outside as well as inside. There are opportunities for developing communication skills, problem solving and skills of exploration and investigation, as well as their creativity and physical skills.

The garden opens up enquiry for the children to explore the natural world around them and make connections about how things work and why things happen.



We use the outside area in all seasons, so please ensure your child always comes with a coat, hat & gloves in the colder months!

## **GENERAL INFORMATION**

### **School Hours**

Morning session: 8.30am - 11.30am

Afternoon session: 12.30pm - 3.30pm

30 hour session: 9.30am - 3.30pm (Criteria applies and 8.30-9.30am can be purchased)

The start of the session begins with you bringing your child to the nursery gates, the Nursery staff team will welcome them into Nursery. They start their day in the garden environment. Please do pass on any relevant information to staff at the gate. If you wish to have a discussion about your child, this can be arranged with your family leader, outside of teaching times. Doors are open from 10 minutes before the end of session to avoid congestion with parking.

### **Admission Policy**

The Nursery School has to abide by the Local Authority Admissions Policy, and follows all Local Authority criteria with regard to admissions. A copy is available from the School Office or via our website.

### **Collecting your Child**

Please let the Nursery staff know if someone different will be collecting your child. In the interest of safety, we would not allow a child to go home with an adult we did not know, unless we have been notified. In this instance, an adult would be considered to be someone aged 16 years or over. We will ask you to provide a physical description to help us identify this individual and to give us an agreed password.

### **Late Collection**

Parents/Carers who are more than 10 minutes late, without contacting the School with a valid reason will be charged a late collection fee of £5.00. Staff have numerous commitments both between sessions and at the end of the day. Thank you for your support with this.

Children will always be looked after by a member of the team to keep them safe. However, failure to collect alongside the School not being able to contact any of the listed emergency contacts will lead to the Local Children's Team being called after 45 minutes delay.



## **Parental Responsibility**

Where both parents have parental responsibility, the school cannot enter domestic disagreements with regard to who is allowed to collect the child, without a court order. Please speak to staff for more confirmation or request a copy of the detailed School Policy.

## **Key Worker / Family Groups**

When your child first starts at our setting, they will be attached to a particular member of staff and placed in their 'Family Group'. This is to help the children settle in and to give them a greater feeling of security. Please feel free to share day to day issues, celebrate achievements or discuss any concerns you have with this member of the team.

## **Snack Bar & School Fund**

Every child has access to a drink of milk or water, throughout the session.

To encourage healthy eating, a healthy eating snack bar operates during the session. To offset costs, we ask that all parents contribute 2 pieces of fruit, per child, per week – either on a Monday or Wednesday – which staff will wash & prepare.

Please be sure to tell us of any allergies/food intolerances, your child may suffer from. Please note our Nursery school is a nut-free zone. Nuts and nut products can be found in many every-day food items where you might not expect them to be (Nutella, hand cream, cereals bars, some breads etc.) Please check labels carefully on any products that you contribute for the snack bar.

We have a School Fund of £1.50 per week, which we would encourage you to contribute to as it is used for purchasing such items as cooking ingredients, animal food, seeds for growing, etc. It also pays for some of the outings that we organise for the children and specialist Christmas entertainment. We would be grateful if this could be given on Mondays to the family group leader or the school office or paid through the bank, our details are:- Bank Account sort code: 30-84-79, Account No: 48141468, Bank is Lloyds, Account Name: Bedworth Heath Nursery. Please quote your child's name on the transaction followed by the letters NF.

## **Behaviour**

We expect and praise good moral and social behaviour. Children are encouraged to be kind and considerate to each other and this is promoted through our "Golden Rules" and positive acknowledgment by staff. Children's achievements in nursery, at home, and within the community, are celebrated within their family group. A copy of our Personal & Social Behaviour policy is available upon request or from our website.

The Governors will not tolerate any acts of either verbal or physical aggression directed towards themselves or any of the staff. Any person demonstrating aggressive behaviour either verbal or physical, will be asked to leave the premises and the police may be called.

The Governors will implement its right to ban a parent from the School premises where there is a significant breach of the Adult Code of Conduct. Governors operate a zero tolerance

policy in this area. The school is a safe haven for children, parents, staff and wider professionals.

### **Special Educational Needs**

The School offers excellent facilities and opportunities for children who have, or may be later identified as having, 'additional needs'. The school holds a kite-mark award (WInCKS) in recognition of these high standards and partnership working. Please advise staff if your child has additional needs to ensure that the appropriate level of support can be planned before they start. We work closely with:

- Specialist teachers – integrated disability support service.
- Speech and language therapists.
- Physiotherapists.
- Occupational therapists.
- Educational psychologists.

A copy of the School's SEND policy is available on request, or via our website.

### **Birthdays**

We celebrate your child's birthday during Family Time. We sing Happy Birthday, blow out candles and give your child a small gift and card from their nursery friends. In line with Nursery School's Allergy Policy, and due to many children in Nursery having severe allergies, **NO** treats or Birthday cakes are allowed on site. We have had many requests about children bringing sweets to share with their friends. If you would like to do this, please do bring in individual wrapped sweets and we can give them out at the end of the session.

### **Policies**

Copies of all policies are kept in the School office and are available for inspection at any time. Many of the policies can also be found on the School website.

### **Child Protection**

**'Under the Education Act 2002 (Section 175), schools must make arrangements to safeguard and promote the welfare of children.** Parent/carers should know that the law (Children Act 2006) requires all school staff to pass on **any** information which gives rise to a concern about a child's welfare, including risk from neglect, physical, emotional, sexual abuse or radicalisation.

The staff will seek, in general, to discuss any concerns with the parent/carer, and where possible, seek their consent to a referral to Social Care. **Permission will only be sought where such discussion will not place the child at increased risk of significant harm.**

Schools will seek advice from the Warwickshire Children and Families Front Door, and other organisations when they have reasonable cause to suspect a child may be suffering or likely to suffer significant harm. Concerns may be passed on, which are later shown to be

unfounded. Parents/carers must appreciate that the designated person for child protection was carrying out their responsibilities in accordance with the law and acting in the 'best interests of all children.'

Internal 'cause for concerns' are routinely documented. Any documents will be held confidentially and are password protected. Only the designated Safeguarding leads have access to this information. These will not automatically be shared with parents until the point of referral is reached. The appropriate data retention periods are adhered to.

In the Application document in your new Starters pack it requests you to sign to show that you are aware of this process.

### **Equal Opportunities**

Bedworth Heath Maintained Nursery School and Warwickshire Early Years Hub staff, governors and parents work in partnership with the local community and other stakeholders to create an inclusive Organisation where everyone feels safe, welcome, respected and valued. We strive to create an environment which is challenging, stimulating, creative and enjoyable. All participants are supported and encouraged to achieve their own potential, making the difference in becoming independent and lifelong learners who are able to make a positive contribution to our society.

The School has an Equalities Statement and Policy and constantly strives to ensure all children have the opportunity to experience a broad and balanced curriculum.

### **Health & Safety**

The School has a comprehensive Health & Safety policy. A copy of this is available upon request. Please refer to our Health & Safety leaflets displayed throughout the School. Please do not allow your child to use the outdoor play equipment and resources outside of the session times. **Bedworth Heath Maintained Nursery School and Warwickshire Early Years Hub will not be held liable for any incidents or accidents which take place during these times.**

### **Sex Education**

This is not taught as a formal part of the curriculum but can occur naturally as part of topics, for example, life cycle of animals. Nursery staff will answer any questions sensitively and appropriately to the age of the children. We will work with the children on protective behaviours within the curriculum.

### **The Local Neighbourhood**

The School is situated in a residential area and our neighbours are very tolerant of us. We do rely very much on their goodwill, so please do not block the entrance to drives with cars – a slightly longer walk from your car eases any possible tension about parking and is better for your child's health & wellbeing. The PCSO Team will issue warning notices to those parked illegally. Warwickshire Police have also rolled out "Operation Snap" whereby **any** member of the public can photograph those cars parked illegally and send these into the Police and warning letters and fines will then be issued.

Please can all parents be advised that parking in the car parking area outside the Nursery gates is forbidden. Parking on the paving area where the fire hydrant is situated is also forbidden in order to keep our community safe. Can we please ask that all parents park considerately in the roads around Glebe Avenue.

We have given prior permission to some of our parents whose children use wheelchairs or specialist equipment, to park directly outside Nursery.

We appreciate all of your support in this matter in helping to keep our children safe.

### **No Smoking**

In the interests of safety and setting a good health example to the children, the School and its' grounds are a no smoking zone, this also includes e-cigarettes and vaping equipment.

### **Dogs**

In the interests of safety and hygiene, no dogs are allowed into the Nursery and its' grounds, with the exception of guide dogs.

### **Mobile phones**

Within our safeguarding framework, mobile phones and smart watches (for messages, calls and taking photos) **must not** be used when entering the school site. Where you are observed accessing your mobile phone on the School premises, a member of staff will ask you to end the call and switch off your phone.

### **Illness**

Please keep your child at home if he/she is not well. You need to let us know, either by phone or electronically, if they are ill, on the first day of absence. Office staff will telephone you on the first day of absence if you have not notified us.

### **Covid 19**

- If your child develops symptoms of Covid, they should remain at home until well.
- If you choose to complete a Covid lateral test and it is positive, your child will need to stay at home for 4 days. Day 0 is the first day of symptoms, or if no symptoms, the day of the positive test. Then 3 further days of isolation.
- You do not have to retest your child to come back into School. If well they can return after the 4 days. If they are unwell, they need to stay off until well.

## **Clothes & Uniform**

It is not compulsory for children to wear uniform. We do have a School sweatshirt, coat and sun hat which you can buy at reasonable cost through a local supplier if you would like to. Toye Kenning & Spencer Ltd, at Regalia House, Newtown Road, Bedworth, CV12 8QR, Tel: 024 7684 8800.

Please be aware that the range of exciting & creative experiences we offer can result in children getting quite messy and we would strongly recommend that you send them in old clothes.

We would also ask you to ensure that children are sent in appropriate clothing and footwear. They will always need a coat as we go outside every day, and shoes should be safe, preferably with Velcro fastenings. Flip flops, heels etc. are unsuitable for small children to run around in and open toed shoes are also not appropriate.

You will be provided with a school calico nursery bag for your child's spare clothes. Please put your child's name on all their belongings.

To encourage independence in going to the toilet we would ask you to always send your child in loose fitting joggers or similar – belts, braces and dungarees often stop a child from reaching the toilet in time!

## **Jewellery**

The children participate in a very active curriculum, please limit jewellery to stud earrings to prevent potential accidents.

## **Lending Book Library**

One of the best ways to encourage children to enjoy reading is to share books with them. Our home-school library allows your child to borrow a book at a time to read together at home.

Nursery will provide your child with a nursery library book. You will then be given a timetable of library days and on that day we will change your child's book with them.

If they do get lost or damaged, please tell us so that we can repair or replace them. We know accidents do happen.

## **Outings and Visits**

As well as outings to the park, woods, etc, we take the children out locally to the shops, etc. Please sign the line Activities and Outings in the Application document sent out in your new starters pack if you agree to your child going off site.

## **Promoting Fundamental British Values**

The fundamental British values of democracy, rule of law, individual liberty, mutual respect and tolerance for those with different faiths and beliefs are implicitly embedded in the Early Years Foundation Stage and as a school these are some of the examples of how we promote these values with our children within the curriculum. We always put an example on the school newsletter that highlights to our families how we are promoting British values within our Nursery School.

### **Democracy**

We want the children to feel valued and respected. We actively seek out children's views and listen to these. Staff act as good role models for the children and actively listen to one another. We have golden rules in place which the children help to formulate. We promote choice in the nursery and the children are able to make choices about what activities they do, what time they have snack and what they eat. Children are expected to respect and listen to each-others views. We work with the children on feeling different emotions and how we can manage our emotions and express our feelings. We encourage children to play in a group, extending and elaborating play ideas and making decisions together.

### **The rule of law**

We have high expectations of children. We have rules and values at the setting and the children take part in the formulation of these and are supported to follow them. We have a comprehensive Behaviour Management policy, we use positive strategies to handle any conflict and praise and acknowledge desirable behaviour. We support children to inhibit own actions/behaviours and to take steps to resolve conflicts with other children. We discuss the rules outside our setting and support this with visits from our wider community.

### **Individual liberty**

We support the children to make their own choices in a safe and supportive environment. We encourage the children to take managed risks and explore new activities and experiences to improve self-confidence and self-esteem. We welcome all children to the setting and encourage them to have a positive self-image. We discuss and celebrate our similarities and differences. We encourage the children to talk about their own preferences and interests and we support these within our continuous provision. We encourage children to speak to others about their own needs, wants, interests and opinions.

### **Mutual respect & tolerance of those of different faiths & beliefs**

We celebrate our diverse, rich cultural and religious society and promote mutual respect. We promote our children talking to others about their home and community. We celebrate our similarities & differences and celebrate relevant festivals and holy days. We work in partnership with our families to share information about different cultures. We have set up a journal and put up a display to share with parents on how we promote British values within the nursery. We support charitable events such as collecting items for our local foodbank and making up shoe boxes for the homeless during the Christmas period. We discuss with the children the reason why we are fundraising and the impact the fundraising can make. We value all children and differentiate our activities to ensure an equality of opportunity.

## Information

We have many ways of working in partnership with parents and sharing information with you. The school has been awarded Quality Lead status for Achieving Early in recognition of our partnerships with parents to support children's achievement. Newsletters are emailed monthly, informing you of dates, outings, curriculum activities and health and safety issues. Also fortnightly we send out the Learning Focus. A range of information is also available on our website.

Parents/carers are welcome at the School at any time and are free to talk to the staff at the beginning of the session or make an appointment. We welcome parents/carers into the Nursery to help in a variety of ways. Anyone wishing to volunteer their help on a regular basis will be asked to follow the volunteer recruitment process and must be checked by the DBS clearance. We are sure you will appreciate that this is for the safety of all children in our care.

## Lunch Club

The cost for each lunch club session is £5.50 and you will need to send your child with a healthy packed lunch. This enables your child to attend for an extended session 11.30am – 12.30pm. The charge covers the cost of staffing the session. (Subject to availability)

We offer our 30 hour children (3/4 year olds) a lunch time facility.

You will need to send your child with a packed lunch. Our lunch box guide is to think 'healthy eating' - fruit, yogurts, sandwiches, cheese, breadsticks, tomatoes, celery, crackers. Please place your child's name on their lunch box and water bottle.

We ask that such things as sweets, large bags of crisps and chocolate biscuits are not sent in your child's lunch box



We also offer '**Daisy Nursery**' places for 2-3yr old children, which offer children their first experience away from home. There is a charge for this service and parents/carers may purchase a minimum of 2 sessions per week. The cost of a 3 hours session is £16.50. We offer a discount of 10% to any family who pays by direct debit, thus reducing the sessional charge to £14.85. Please contact the office for more information.

**Due to COVID 19, any payments must be by Direct Debit. This is in line with Government guidance and the Nursery Risk Assessment.**

## **2Help Scheme**

We provide a number of additional funded places for 15 hours early education each week. This is known as the 2Help Scheme. Families in receipt of the benefits listed below, or looked after children, e.g. those in foster care are eligible for these places. If you think you are eligible for this funding please contact the office for further details.

Families **MUST** be in receipt of the following benefits or credits:

- Income Support
- Income based Jobseekers allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The Guarantee element of the State Pension Credit
- Child Tax Credit or Working Tax Credit, if annual household income is **less than £16,190**
- Universal Credit if your annual net earned income is less than £15,400

OR your child:

- The child is being looked after by the local authority
- The child has left care through special guardianship or an adoption or residence order
- The child has a current statement of Special Educational Needs, or an Education, Health and Care Plan
- The child qualifies for Disability Living Allowance

(NB Contribution-Based Job Seekers Allowance or Employment & Support Allowance do not qualify)

As we are Ofsted registered, those in receipt of Family Tax Credit can claim back the major costs, we also accept childcare vouchers such as 'Computer Share'. Please ask at the Office for an up-to-date list of our session charges.





## **CHARGING POLICY**

### **Aims**

This statement sets out the Schools approach to charging, describes each type of activity which will be charged for and explains when charges will be made.

### **Principles**

- All nursery education provided within school hours will be free. This includes materials and equipment provided in school hours by the LA or the school. 'School hours' are those when the Nursery School is actually in session and does not include the break in the middle of the day for 15 hour children.
- The School invites parents and carers to make voluntary contributions towards any part of the Schools activities to permit the provision of activities, which might not otherwise be possible. For example a suggested contribution of £1.50 per week provides for healthy snack times, baking, visitors, and additional 'special' resources and activities.
- General fundraising and sponsorship will also be used to permit additional activities. Parents will be informed of the decision to ask for contributions at the planning stage of activities.
- No pupil will be left out of any activity provided in school time because his or her parents cannot or will not make a contribution of any kind if asked to contribute.
- No charges will be made which exceed the actual cost when divided between the participants.
- When parents accompany pupils on an out of school activity, they may be invited to make a contribution towards the cost of transport and/or the activity.

### **Extended Services**

**30 hour children** may pay for an extra 1 hour for 8.30am – 9.30am = £5.50 per day

**Paid extra sessions** which fall outside of the Nursery School Free Entitlement (15 hours per week) will be charged at the following rates:

- Lunch Care Session      11.30am – 12.30pm    £5.50 one off charge (please provide your child with lunch in a sandwich box)
- Extended Session (30 hours only) to enable a start at 8.30am - 9.30am - £5.50

- Daisy Nursery (2 year olds) Mornings 8.30am – 11.30am £16.50 per session  
Afternoons 12.30pm – 3.30pm £16.50 per session

We are able to offer a 10% discount if payments are made by direct debit making the session charge £14.85 for purchased places in the 2 year old Daisy Nursery.

## **USEFUL NAMES & ADRESSES**

School address - Bedworth Heath Maintained Nursery School & Warwickshire Early Years Hub  
 Glebe Avenue  
 Bedworth CV12 0DP  
 Tel: (024) 77 752 392  
 email: [admin1002@welearn365.com](mailto:admin1002@welearn365.com)  
 Website: [www.bedworthheathnurseryschool.com](http://www.bedworthheathnurseryschool.com)  
 *Bedworth Heath Maintained Nursery School and Warwickshire Early Years Hub*

Warwickshire Education Authority - Ian Budd, Assistant Director of Education Services  
 Office Park, Ansell Way, Warwick CV34 4UL  
 (01926) 410410

\* \* \*

<u>Senior Leadership Team</u>	Nicci Burton Carole Jackson Barbara Charles Karen Barratt Sharon Wood	Executive Head of Federation & SENCO Head of School Safeguarding Lead & Pastoral and Family Support Manager Business, HR & Finance Manager Federation SENCO
-------------------------------	---	---

<u>Nursery staff</u>	Berinder Matharu Rachael Greasley Mary Moore Cali Wainwright Jo Black Katrina Wilson Rhianna James Jo Blissett Jeanette Forman Simmy Gill Jane Newbold Sandra Aucott Beth Cryer Maxine Harris Tracy Cooper Niki Duffy	Nursery Lead Teacher Senior Early Years Educator – 2 yr old Lead Senior Early Years Educator – 30 hrs Lead Senior Early Years Educator – 15 hrs Lead SEND: High Needs Support Senior Early Years Educator/SENCO Asst Early Years Educator / SEND Early Years Educator Early Years Educator Early Years Educator Early Years Educator Early Years Educator – SEND Support Early Years Educator Early Years Educator Midday Supervisor / Early Years Educator Level 3 Apprentice
----------------------	--	---

<u>Office Staff</u>	Rachel Brunt	Administrator
---------------------	--------------	---------------

<u>Centre support</u>	Tim Barratt	School Caretaker
-----------------------	-------------	------------------

## Team

### Warwickshire Early Years (Teaching School)

Michelle Hutton	Project Co-ordinator
Lindsey Hooks	Admin and Finance Officer
Sarah Simmons-Goldsworthy	Senior Administrator

### The Governors

Dean Wainwright	Chair – Co-opted Governor
Julie Toal	Vice Chair - Co-opted Governor
Jean Ferraro	LA Representative
Nicci Burton	Executive Head Teacher
Wendy Dodd	Co-opted Governor
Jo Vallis	Co-opted Governor
Marnie Doleman	Co-opted Governor
Karen Marshall	Parent Governor BHN
Berinder Matharu	Staff – Federation Representative
Emma Hutchings	Parent Governor ANS
Ros Moseley	Clerk to Governing body

### **Governors:**

The Governing body oversees the performance of the school and helps to shape its strategic direction.

The Governing body is made up of representatives nominated by the Local Authority, members of the Community and Parents. Please see the Head Teacher if you require any further information.

A signed, ratified copy of the minutes from each Governing Body meeting is available upon written request from the Schools main office.

# WARWICKSHIRE SCHOOL TERM & HOLIDAY DATES 2022-2023

## AUTUMN TERM

**3 Teacher Training Days** 6 Sept 22/ 26 May 23/ 12 June 23

*Teacher Training Day* Monday 5 September 2022  
*Teacher Training Day* Tuesday 6<sup>th</sup> September 2022  
*Term Starts* Wednesday 7 September 2022  
*Half Term* Monday 24<sup>th</sup> October 2022  
 Friday 28 October 2022  
*Term Ends* Friday 16 December 2022

## SPRING TERM

*Term Starts* Wednesday 4 January 2023  
*Half Term* Monday 20 February –  
 Friday 24 February 2023  
*Term Ends* Friday 31<sup>st</sup> March 2023  
*Teacher Training Day* Monday 3<sup>rd</sup> January 2023

## SUMMER TERM

*Term Starts* Monday 17 April 2023  
*May Day Holiday* Monday 1 May 2023  
*Spring Break Holiday* Monday 29 May 2023 -  
 Friday 2 June 2023  
*Term Ends* Tuesday 25 July 2023

SEPTEMBER 2022

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2022

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

NOVEMBER 2022

M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2022

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2023

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

FEBRUARY 2023

M	T	W	T	F	S	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2023

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2023

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2023

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2023

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY 2023

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

AUGUST 2023

M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2023

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- Public holiday
- School holiday
- Teacher Day
- School Induction Day

# **BEDWORTH HEATH MAINTAINED NURSERY SCHOOL & WARWICKSHIRE TEACHING SCHOOL ALLIANCE**

## **FIRE DRILL PROCEDURE**

IN CASE OF FIRE:-

### **ALARM**

ANY MEMBER OF THE STAFF discovering an outbreak should, without hesitation, sound the fire alarm.

### **CALLING THE FIRE BRIGADE**

ALL outbreaks of fire, however small, or any suspected fire, should be reported immediately to the Fire Brigade, by a nominated person. **DIAL 999.**

**Nominated person** – Nicci Burton, Karen Barratt, Carole Jackson and Barbara Charles

### **EVACUATION**

On hearing the alarm, children & parents should be led quietly from the classroom, by the nominated person(s) for each building through the signed Fire Exit to the assembly point by the large green gate, closing the doors and windows behind them.

Attendance registers should be taken to the assembly points by the nominated person(s) who should check the toilets and decking area on the way out.

With the exception of a search for missing persons by competent persons, **NO-ONE** must be allowed to re-enter the school, without permission from the Fire Brigade.

### **ROLL CALL**

Immediately the group has assembled, a Roll or Count Call should be taken.

### **ATTACKING THE FIRE**

Circumstances will dictate whether fire fighting operations should be attempted.

Fire Fighting must always be secondary to **LIFE SAFETY.**

**First Aid at Work Trained staff – Rachel Brunt and Jo Black.**

**All other staff are Paediatric First Aid trained.**

**Fire Marshalls – Nicci Burton, Karen Barratt, Rachel Brunt, Carole Jackson, Barbara Charles**

**These procedures are also followed for LOCKDOWN, IN-VACUATION and  
INTERNAL INCIDENT**

**A Final Reminder**

Our main entrance gate is very close to the main road, therefore we request you to :

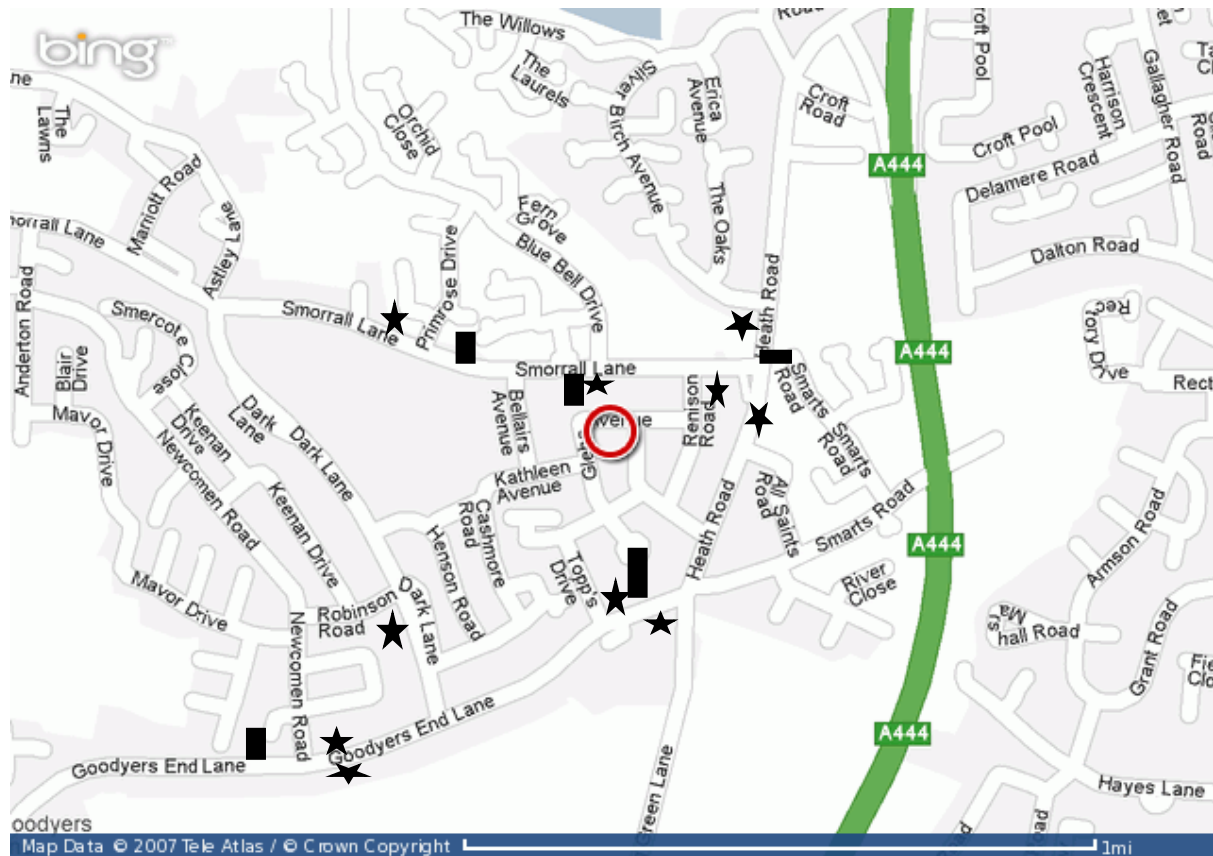
**REMEMBER TO BOLT THE SCHOOL GATE**

**AT ALL TIMES TO PREVENT A CHILD GETTING**

**OUT ONTO THE ROAD.**

**For the safety of your children we advise that they hold an adults hand when leaving the School site.**

**Parking is not allowed on the yellow zig zags or covering the fire hydrant on the extended pavement opposite Nursery.**



★ BUS STOP

■ JITTY

Bedworth Heath Maintained Nursery School &  
 Warwickshire Early Years Hub  
 Glebe Avenue  
 Bedworth CV12 0DP

tel/fax: 024 77 752 392  
 e:mail: [admin1002@welearn365.com](mailto:admin1002@welearn365.com)  
 web: [www.bedworthheathnurseryschool.com](http://www.bedworthheathnurseryschool.com)