



# Little Learners at Sellindge

## About us

Little Learners is registered by Ofsted to care for children between 2 and 11 years of age. At the last inspection by Ofsted, on 19 January 2018, we were judged to be **"Outstanding" in all areas.**

Little Learners is privately owned by Cheryl Martin. We opened in the village hall in June 2004 and moved into our new purpose built building, designed by the owner, on 27 March 2006.

The owner, Cheryl, moved to North Yorkshire in October 2012 and although she is still very involved in the operation of Little Learners it is now managed on a full time basis by Paula Hickmott.

The Breakfast and After School Clubs were opened on 27 March 2006 and the Holiday Club (for pre-school children and those attending reception class only) started on 27 October 2008.

We are open 8am - 6pm throughout the year covering all the school holidays with an optional Holiday Club exclusively for pre-school, reception class age children and those in Year 1 provided they have attended Little Learners prior to being in Year 1. This provides continuity of care for younger children, who find pre-school holidays unsettling, and catering for those with working parents. Occasional Holiday Club sessions can be booked for those who want to keep up with their friends or just want some fun days during the holidays.

School children are welcome to join us for Breakfast and After School Club during term time up to and including Year 6.

The location is perfect, a quiet rural setting with beautiful views of the North Downs. The children can move between Sellindge Primary School and Little Learners safely without having to leave the school site, an absolutely ideal situation for wraparound care.

We were awarded the Kent Quality Mark in February 2010 in recognition of the high quality of care and education provided by the setting. There were only 49 Early Years settings in Kent awarded in this year and we were extremely proud to be one of them. We were re-accredited in October 2012 for the next 3 years.

In November 2012 we were the first pre-school setting in Kent to be awarded the Eco Schools Green Flag. This is the highest award you can gain in this field. Following case studies and an assessment we were re-accredited for this in February 2015 and April 2017.

We were selected in October 2016 as 1 of 6 settings in Kent to work with Dr John Siraj Blatchford and Lynette Brock on a project for Education for Sustainable Development in Early Years and as part of it we received staff training and individualised input for 2 target children which fed through to the whole group. This work is ongoing with children and the setting working towards Bronze Awards for Educational Sustainable Citizenship.

Our staff are all qualified their qualifications range between Degrees in Primary Education at Level 6 to Level 4 NVQs in Care, Learning and Development, Level 3 Early Years Educator. We have recently moved into providing training for the early year's workforce by employing an Apprentice with a Cache level 2 in Early Years. The Supervisor has a BA in Early Years Studies and is an Early Years Professional. All members of staff have current DBS/Enhanced Disclosures and are all trained in Paediatric First Aid, Safeguarding Children, Food Hygiene and Health and Safety. Staff regularly attend courses to continue their professional development.

We work with all primary schools that our children move on to, to offer children a smooth transition into "Big school". We also have links with local Child Minders.

We pride ourselves on being educational as well as a very caring setting, promoting the well-being and involvement of all the children. We have created an environment where it is apparent that all the staff working here do so because they really want to make a difference to the lives of children and have a genuine desire to work with them and their families.

The period from birth to the end of the school reception year is described as the Early Years Foundation Stage. This is a statutory framework that early year's settings must work to ensure that young children learn and develop whilst keeping healthy and safe.

Learning and Development is dependent on each Unique Child having opportunities to interact in Positive Relationships in Enabling Environments.

## **Pre-school/Nursery**

### **Mixed Age Approach**

The pre-school children are in a mixed age group, removing stressful transitions from one group to another and enabling younger children to learn from older or more mature children. They also share breakfast and after school sessions with the children from Sellindge Primary School. Nurturing, sharing and co-operation is encouraged to create a family atmosphere.

Quieter children can gain confidence and improved social skills from mixing with younger children, and children are less likely to display aggressive behaviour or compete with others at the same stage of development. Being in a mixed age group helps children to extend skills physically, verbally and socially and encourages them to develop an appreciation of the different needs of younger and older children. They have access to many resources that may otherwise be restricted in age-appropriate rooms.

Mixed age approach enables siblings to share a Key Person who will cater for the whole family's needs so that parents work with one practitioner and only have to tell one person about family or confidential issues.

### **Our Aim**

To provide the best possible care and education for children attending Little Learners by:

- a. Working in partnership with parents helping their children to learn and develop, and meeting their needs as individuals based on the characteristics of effective learning.
- b. Treating all adults and children with equal care and consideration regardless of their ability, age, race, gender or religion.

As a member of Little Learners your child will:

- a. Be looked after in a safe, warm and secure, stimulating and happy environment.
- b. Be given generous care and attention because of our high 1:6 ratio of adults to children and our allocated Key Person system.
- c. Have the opportunity to learn through play with other children and adults, taking them forward in their learning and development by building on what they already know.

## **The Curriculum**

Children begin to learn about the world around them from the moment they are born.

Play is the work of young children, helping them learn and develop through doing and talking. Research has shown it to be the means through which children think.

We will help your child to do this by carefully planning for their individual needs and providing interesting age appropriate activities and opportunities for them, developing their emotional, physical, social and intellectual abilities.

Little Learners uses the Early Years Foundation Stage to plan and provide a range of play activities and experiences to help children make progress in each of the seven areas of Learning and Development, based on the child's current interests. Some activities will be child initiated and others adult led. Highly qualified and experienced staff take advantage of "teachable moments" to extend children's learning.

Your child will work, at their own pace, towards the Early Learning Goals in the Early Years Foundation Stage preparing them with knowledge, skills and understanding for when they move into school.

Listed below are some of the activities and resources that are available to your child at Little Learners enabling them to work towards these Early Learning Goals.

Children usually develop the 3 prime areas of Learning and Development first in response to relationships and experiences. These form the basis of future learning.

- Physical Development
- Communication and Language
- Personal, Social and Emotional Development

### **Physical Development**

To encourage the use of gross motor skills there is an outside area, tricycles and ride-ons, a climbing frame and slide, play tunnels, goal post, basketball net, stepping stones, balls, beanbags etc. Your child will be able to enjoy moving to music and action rhymes enabling them to develop their gross motor skills.

Fine motor skills are developed by the provision of pencils and pens, play dough and tools, jigsaws, threading buttons, scissors and many, many other activities to encourage increasing control and precision which is especially important in the writing process.

Your child will be assisted with developing their independence as they progress through the pre-school, to enable them to look after their own personal hygiene needs and to become more skillful with self-help skills such as dressing themselves, packing/unpacking lunch boxes etc.

### **Communication and Language**

Your child will be given the opportunity to expand their vocabulary, conversational and understanding skills by talking and listening to other children during show and tell time. Singing, reciting rhymes and story time encourages learning in communication and language. Role play, both indoors and outside that changes on a regular basis to tie in with children's current interests, from a vet's surgery to a shop or a ship. We have a permanent home corner with plenty of dressing up clothes. All this gives your child an opportunity to practice new vocabulary in a safe and secure environment.

### **Personal, Social and Emotional Development**

Your child will be individually supported to develop confidence in themselves, their ability to do new things and to value their achievements. They will be encouraged to have a positive approach to learning and finding out about the world around them, to get on with others, and form friendships, with both children and adults in the group. They are given the opportunity to take responsibility for themselves and others in the group. Conversation, activities and example are used to help the children to become aware of, and learn to keep the rules that we all need to look after each other, our environment and ourselves.

The children are encouraged to share, respect others and their property, and to cooperate with other children and adults, finding acceptable ways of expressing their own feelings and respecting the feelings and views of others.

The specific areas of Learning and Development develop from the prime areas. They are skills and knowledge that children will use in their future learning.

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

### **Literacy**

The book corner is well stocked with reference and storybooks and a member of staff is always on hand to read a book when requested. Your child will be shown how to handle books carefully and will learn that books are a source of stories and information. They will begin to understand the purpose of the written word and that reading and writing is from left to right. When they are ready they will be encouraged to make their own attempts at writing by learning to form letters in various mediums, including sand, paint, chalk and shaving foam as well as with pens and pencils. The children are encouraged to learn to recognise and form their own name as they begin their transition to school.

## **Mathematics**

Using practical experience (in the role play area playing in a shop or setting a table for lunch perhaps) and through other various games and activities such as counting songs and rhymes your child will be encouraged to count objects appropriately, to recognise numbers and shapes, to sort, match, order and sequence objects and to spot patterns.

Mathematical language such as bigger, smaller, more or less than, will be used to help them understand that numbers help us to answer questions. Written recipes for cooking activities provide examples of how we use numbers to perform everyday tasks. Games and songs like "Five currant Buns in the Bakers Shop" introduce the concept of adding one more or taking one away from what we already have.

## **Understanding the World**

Your child will already have begun to find out about the world we live in and will be actively encouraged to continue doing this. They will begin to understand what is natural and what is manmade. The outside area is used to demonstrate how plants and animals form part of the world we live in. The children will have time and space to acquaint themselves with nature, observing it first hand, discussing life cycles of small creatures and plants that live in our garden as well as our fish, African land snails and stick insects that live indoors. These activities will help your child to appreciate our environment and encourage them to help look after it. Weather watching and observing the seasons will help them to understand the passing of time. They will start to put together ideas about past and present and the link between them.

We explore our own and different cultures by including multi-cultural equipment such as jigsaws, dolls and games for play and spend time looking and learning about festivals and celebrations in our country and around the world.

Using a range of safe equipment your child will be encouraged to extend their knowledge of technology and their understanding of how things work. Play will include using calculators, cassette recorders and other technology where appropriate. Computers are provided (no access to the internet for safety) for children to use.

A large range of construction toys are available both indoors and outside, to enable to your child to discover the joys of designing and building. Equipment and toys are provided to encourage new vocabulary and play of a scientific nature.

### **Expressive Arts and Design**

Paint, glue, crayons, chalks, craft materials, natural and recycled items are used to enable your child to explore colour, shape and texture and to express their ideas and feelings. Collage, cutting and sticking, play dough, clay, painting, drawing and junk modelling are all part of daily play at Little Learners.

Musical instruments, singing and stories, as well as the opportunity for plenty of imaginative role-play, both individually and as part of a group, will help your child to develop their creative side.

### **Outside Play Area**

Providing more opportunity for physical development and open air play, our outside area is used to provide extra fun and activities for your child whenever they wish to play outside. This area is securely fenced and it is our policy that members of staff are always present in this area whenever the children are outside.

We take every opportunity to spend time outside, from playing in the snow in winter to eating our snacks in the open air in summer. A variety of activities are available to encourage outside play. We aim to mirror activities available inside for the children who prefer to play outside.

We use the school grounds, especially their climbing apparatus, to provide plenty of physical and fun activities.

The outside area is partially covered by a large cantilever canopy which provides shade in the summer and shelter in the winter. In addition we use all-in-one, water and wind proof suits to enable children to enjoy the outside area all through the winter and sun protection cream and sun hats are provided to protect the children in the summer. A small voluntary contribution for sun protection cream for those who prefer to use Little Learners sun protection cream will need to be made, please see current Schedule of Fees. Parents are welcome to provide their own sun protection cream or make alternative arrangements to protect their child if they prefer.

### **Practical Life Skills**

Our shelves are home to practical life trays and are available for children to explore freely. Practical Life Activities are the activities of everyday life that are involved in all aspects of a child's life. The child observes these activities in the environment, both in pre-school and at home and gains knowledge through the real experience of how to accomplish life skills in a purposeful way. Some of these activities will include pouring from jug to jug, scooping from bowl to bowl, transferring objects using tongs and even screwdriver and screw blocks.

Materials are proportional to the child. Even the size of a sponge or brush must fit the child's hand so the child can use it successfully. Our trays are changed on a regular basis to allow more challenging activities to be completed. These trays will then remain available to allow the child to revisit and perfect their techniques in their own time. The activities all promote fine motor development and essential skills required for later pencil work as well as carrying a control of error to allow the child to complete the trays alone.

### **Clothing**

In order to learn and grow in confidence children will be encouraged to join in a variety of activities and to become independent using the toilet by themselves.

Many of the activities available at Little Learners involve paint, glue, play dough, sand and water etc. We provide aprons where appropriate and encourage your child to look after their clothing but it is amazing where paint, glue etc. can get! Please dress your child in easily washed clothes with simple fastenings, that they can manage, so that they can go to the toilet unaided when they wish to and join in all the messy play without worrying too much about getting their clothes dirty.

Little Learners T-shirts, Polo shirts and sweatshirts are available for purchase although wearing of these garments is entirely optional. We usually have a small supply of second hand uniform available for a donation to our chosen charity that supports children in an African village called Burkina Faso.

### **Snack**

A snack consisting of a selection of a range of fruits/vegetables with a choice of milk or water to drink is provided by the pre-school during the morning session.

### **Lunchtime**

This is a happy and sociable event with the children seated at tables set with tablecloths and vases of flowers. Adults supervise each table encouraging good manners and healthy eating. A packed lunch is required for all children staying for lunch. This should be sent in lunch bag clearly labelled with your child's name. We are currently looking to provide hot meals for the children who would like one. A drink of water is provided by the pre-school. An emergency packed lunch can be provided by Little Learners but only if a child's own packed lunch has been accidentally forgotten and a parent/carer unable to deliver one by midday. See current Schedule of Fees for cost.

### **Settling In**

We want your child to feel happy and secure at pre-school. We offer home visits for parents that would like one. Before your child starts at pre-school be prepared to come in for some settling in periods to give them confidence and security. Enabling your child to spend time establishing contact with other children and adults will ensure that they will soon be happy for you to leave, secure in the knowledge that their time at Little Learners will be fun and that you will be returning for them at the end of the session. A worried or unhappy child will not feel secure and their ability to learn will be adversely affected. Your child's Key Person, will help you decide when your child is ready to be left by you at pre-school. Written information about settling in at Little Learners will be given to you in our Parent Pack.

### **Parents**

At Little Learners we recognise parents as the first and most important educators of their children. Members of staff regard themselves as co-workers with parents, providing additional care and education for their child.

We welcome parents, carers and other family members, and encourage them to come to pre-school to spend time observing their child and participating in pre-school life. We value any help offered by parents and carers, whether it is on a regular or one off basis. Participation enables you to observe what life in the pre-school is like for your child and the children are always happy to meet someone new.

There are many ways in which you can take part in the life of the pre-school. You are welcome to join us to share any particular skill or interest that you may have or just enjoy reading a story to or playing a game with the children.

Parents are encouraged to make a few short visits with their child before they start so that they can familiarise themselves with the staff and surroundings.

Parents are always welcome - just ring the bell!

## **Key Person**

Each child is allocated a Key Person on entry to pre-school. Your child's Key Person will take a special interest in the progress of your child, looking after their personal care, keeping their records of achievement, getting to know them well and helping them to settle in to pre-school life.

Each Key Person is paired with another member of staff known as a Buddy. If due to holiday, sickness or course attendance your child's Key Person is unavailable their Buddy will take over responsibility for your child until their return.

Your child's Key Person will work with you (or your child's carer) to ensure that your child's routines and personal needs are taken care of, and you can feel confident that the Key Person will get to know your child well and genuinely enjoy being part of their lives.

The Manager and your allocated Key Person will be more than happy to pay you a home visit before your child starts at Little Learners to begin the process of forming a bond with your child and to help you with completing the various forms that we require before your child can be admitted to pre-school. If you would like a home visit please just ask when you make contact with the setting.

## **Record of Achievement**

Working in partnership with you, your child's Key Person will celebrate their achievements and record information about their progress in their personal "All That I Can Do" book. This book is completed using written observations and photographs that will provide you with a keepsake to treasure when your child moves on to school as well as recording their progress towards the Early Learning Goals. As required by the Early Years Foundation Stage, when your child is aged between two and three years your child's Key Person will complete a Progress Check providing you with a summary of their progress in the Prime Areas of Learning. In their last term at pre-school they will also complete Transitional Information in readiness for their move to school.

Key Persons will welcome and include any parental contribution to your child's learning and development record whilst they are at pre-school.

## **Nappies and Toilet Training.**

We accept children wearing nappies, pull-ups and at the "potty" stage. All that we ask is that you are honest with us about the stage your child is at when they join Little Learners.

We are more than happy to work with you to help your child achieve independence and be able to manage their own personal hygiene themselves.

We understand that sometimes accidents happen when a child is engrossed in play and should this be the case; your child's Key Person will help your child to change into dry clothes. If your child is likely to need a change of clothing on a regular basis please bring some in for this purpose each day. For odd accidents we have some spare clothes that we keep for emergency use.

Due to possible allergies, parents must provide their own nappies, pull-ups and wipes.

## **Policies and Procedures**

The pre-schools policies and procedures help us to make sure that the service provided is of a consistently high quality, meets statutory requirements and that being a member of the pre-school is an enjoyable and beneficial experience for children and adults alike. The policies are reviewed at least annually but are kept under review and updated when necessary to take into account updates/changes in legislation.

Copies of our policies are always available for parents to read. They can be found on the table in the entrance lobby in a clearly marked folder.

## **Breakfast, After School and Holiday Club**

The emphasis at these clubs is on fun and relaxation. Activities are planned and resources are provided for children to enjoy the time spent with us; we continue to follow the learning and development requirements at Holiday Club and wraparound care. We believe that children should be able to socialise with their friends and choose what they would like to do to occupy their free time before and after school and in the holidays. Indoor and outdoor play is available.

The After School Club is inspected by Ofsted. All members of the staff are fully qualified and the adult: child ratio (as required by Ofsted) is high.

The choices of breakfast and after school snacks are many and varied. A menu is displayed by the kitchen hatch.

### **Breakfast Club**

Open between 8.00am and 9.00am. - for children 2 - 11 years

Breakfast is included in the price and children are escorted by a member of staff without leaving the site into Sellindge School.

### **After School Club**

Open between 3.15pm and 6.00pm - for children 2 - 11 years

A light snack is included in the cost - sufficient to keep the hunger pangs at bay until they are collected by you but not enough to ruin their appetite for their evening meal. Children are collected by a member of staff from Sellindge Primary School without leaving the site into Little Learners.

## **Holiday Club**

For children aged from 2 years to the end of reception year from Little Learners or any other nursery, pre-school or school in the area. Children in Year 1 are able to attend Holiday Club provided they have attended Little Learners at a younger age.

Open for usual session times between 8.00am and 6.00pm during school holidays.

Holiday Club is optional and very flexible for parent's often very differing needs. A place can be booked in advance for working parents requiring year round childcare, booked a little in advance to cater for planned shopping trips, visits to relatives etc. or it can be booked on the day (providing there is a place available) for spontaneous events. All sessions booked including ad hoc sessions will be considered firm and cannot be cancelled unless 6 weeks' written notice is given. The reason for this is that we have to arrange staff cover to keep within our strict child:staff ratio.

Holiday Club provides continuous care for those who are already settled but find breaks in the term hard to cope with and is great for children who like to meet up with their friends during the holidays but it is also an ideal time for settling in new children.

Breakfast, mid-morning and later afternoon snacks are provided for children in attendance at these times. Lunch is not provided and therefore you will need to supply a packed lunch. Little Learners will provide a drink of milk or water. An emergency packed lunch can be provided by Little Learners but only if a child's own packed lunch has been accidentally forgotten and a parent/carer unable to deliver one by midday. See current Schedule of Fees for cost.

## **Current Staff and Qualifications**

Staff qualification certificates and other training undertaken are available to view in the entrance lobby.

### **Cheryl Martin - Owner**

NAMCW Advanced Certificate in Child Care and Education with Distinction

NAMCW Diploma in Nursery Nursing with Merit

NAMCW Nursery Management with Merit

Experience - Working with children in pre-schools since 1997

Working in a Primary School reception class

**Paula Hickmott - Manager**

Montessori Diploma  
 Certificate in Leadership and Management in the Early Years  
 Level 3 NVQ in Early Years and Education  
 Safeguarding for Designated Person  
 Paediatric First Aid  
 Level 2 Award in Food Safety in Catering  
 Health and Safety Awareness  
 SENCO training  
 Experience - Working with children in pre-school since 2001

**Cara Heyden - Supervisor** (Deputises for the Manager in her absence)

BA (Hons) in Early Years  
 Early Years Professional Status  
 Safeguarding for Designated Person  
 Paediatric First Aid  
 Health and Safety Awareness  
 Level 2 Award in Food Safety in Catering  
 Experience - Working with children in pre-school since 2006

**Rachel Butcher - Pre-school Practitioner - Student Co-ordinator**

Level 4 NVQ in Children's Care, Learning and Development  
 Early Years Basic Child Protection Awareness  
 Paediatric First Aid  
 Health and Safety Awareness  
 Level 2 Award in Food Safety in Catering  
 Experience - Working with children in pre-schools since 1996

**Mary Waite - Volunteer and Supply Pre-school Practitioner**

University of Southampton Bachelor of Education Degree  
 Early Years Basic Child Protection Awareness  
 Paediatric First Aid  
 Health and Safety Awareness  
 Level 2 Award in Food Safety in Catering  
 Mary is a fully qualified teacher with many years' experience of teaching children in nurseries and primary school reception classes. She has retired but continues to be a very popular member of staff, one of our music teachers, a regular volunteer and our supply pre-school practitioner to cover staff on courses etc.

**Kellie Ponter - Pre-school Practitioner**

BA (Hons) in Early Childhood Education and Care

Level 2 Award in Food Safety in Catering

Safeguarding for Designated Person

Early Years Down's Syndrome Training

Experience - Working with children in pre-school since 2005

**Rachael Tong - Pre-school Practitioner**

Cache Level 3 Diploma For Children and Young People's Workforce

Paediatric First Aid

Experience - Working with children in pre-schools and nurseries since 2011

**Simone Drage - Apprentice Pre-school Practitioner**

Cache Level 2 Early Years Educator

Safeguarding Children Basic Awareness Training

Experience - recently qualified

**Rebecca McCann**

Jace Training Level 3 Diploma in Childcare

Paediatric First Aid

First Aid at Work - responsible First Aider at Work

Safeguarding for Designated Person

Red Plate Food Training - allergies and meals

Experience - Working with children in pre-schools and nurseries since 2011

**DBS Checks**

All members of staff and any regular volunteers and students (who may join us on occasions for training purposes) are in possession of a DBS or an Enhanced Disclosure Document. This means they have been checked by the Disclosure and Barring Service by Little Learners to ensure that they are suitable to work with children.

**Staff Training**

Staff training is ongoing. All staff attend courses to continue their professional development. This enables us to keep in touch with new information and thinking about Childcare and Education and therefore provide the very best care and education for the children attending. All new members of staff are given Paediatric First Aid, Child Protection, Health and Safety and Food Safety as soon as possible when they join us and they are actively encouraged to gain the highest level of qualifications for working with young children.

## **Fees**

There are many and various session times available - please look on our website or contact the pre-school for a Schedule of Fees.

We issue invoices weekly or monthly depending on parent's requirements. Invoices must be paid in the week/month to which they refer. Outstanding amounts are subject to a 10% administration charge at the end of each month.

If you wish your child to remain at pre-school you must pay the fees or provide Childcare Vouchers for sessions not covered by Free Early Education or Free For 2. Failure to pay will result in the loss of any sessions not covered by Free Early Education or Free For 2.

Fees are payable for all booked sessions including any time your child is absent due to holiday or sickness. All sessions, once booked are considered firm, whether regular or ad hoc for Pre-school/Nursery, Breakfast Club, Afterschool Club or Holiday Club and they must be paid for whether you use them for your child or not. If your child has to be absent for a long period of time please speak to the Owner or Manager.

## **Fees Contracts**

Please note: you will be required to sign the appropriate Fees Contracts whilst your child is attending Little Learners.

## **Free Early Education**

Free Early Education can only be delivered by providers that hold a 'Good' or 'Outstanding' inspection judgement by Ofsted.

We offer **Free Early Education (Universal Entitlement)** for 3 and 4 year olds for any of our sessions. This is available for Term Time (15 hours a week for 38 weeks a year) or for 'Stretch' which includes some holidays (12 hours per week for 47.50 weeks a year.) Free Early Education is capped at 570 hours over a child's Free Early Education year. Free Early Education can be claimed at more than one provider up to a maximum of 570 hours over a child's Free Early Education year. Free Early Education starts in the term in which the child first becomes eligible i.e. from the start of the term after their third birthday. Free Early Education is totally free but as we are open for more than 38 weeks a year term time and 48 weeks a year 'stretch' (including some holidays) any sessions that your child attends in addition to Free Early Education will be need to be paid for. Claiming Free Early Education does not guarantee your child a place or a particular pattern of attendance, both of which are dependent on availability. You will be required to complete and sign a Parental Declaration for Free Early Education and a Termly Contract with the pre-school for any additional sessions your child attends. You will also need to show us your child's Birth Certificate.

## **30 hours Free Childcare (Extended Entitlement)**

At Little Learners we offer the 30 hours Free Early Education across all of our sessions on both a termly or stretch basis. Extended Free Early Education is provided on the same basis as the 3 and 4 year olds Free Early Education i.e. totally free for any of our sessions and over 38 (term time) or over 48 (stretch) weeks per year capped at 1140 hours over a child's Free Early Education year . Parents will need to check their eligibility for this. Further information on this can be found on [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

### **Free For 2**

We are part of the Free For 2 scheme in Kent and are able to offer some places to those children whose families meet the criteria for this funding. If you think you may be entitled to this you will need to complete a form available at pre-school or one online at [www.kent.gov.uk/freefor2](http://www.kent.gov.uk/freefor2). Kent County Council will check eligibility for the household against records held by Department of Work and Pensions and also HMRC. At Little Learners Free For 2 is provided on the same basis as the 3 and 4 year olds Free Early Education i.e. totally free for any of our sessions and over 38 (term time) or over 48 (stretch) weeks per year capped at 570 hours over a child's Free Early Education year . You will be required to complete and sign a Parental Declaration for Free For 2 and a Termly Contract with the pre-school for any additional sessions your child attends. You will also need to show us your child's Birth Certificate.

### **Childcare Vouchers**

We accept Childcare Vouchers paid through employers, such as Accor, Sodexo and Imagine etc. to enable parents to take advantage of government schemes to make savings on tax for childcare. We are able to set up an account for any company not currently used by other parents as required.

### **Birth Certificate**

When you join Little Learners you will need to show us your child's Birth Certificate.

### **Parking and Entry**

Parking is available in the Village Hall car park and lay-bys opposite the school. Entry to Little Learners is via the fenced footpath (to the right of the school) through the wooden gates with "Little Learners" signs on them. Please remember to close the gates behind you to keep the children safe. Under no circumstances should children walk through the school staff car park access.

For more information please:

Telephone us on: 01303 814968 - 8am to 6pm weekdays

Email us at:           cheryl@little-learners-pre-school.co.uk  
                              paula@little-learners-pre-school.co.uk  
                              office@little-learners-pre-school.co.uk

Visit our website:   www.little-learners-pre-school.co.uk

We look forward to meeting you and your child!

Reviewed and updated 5 November 2018

