

Any Questions? Please contact a member of the team at:

staff@harlingtonvillagepreschool.org.uk

Harlington Village Pre-school
The Conifers
Harlington Lower School
Westoning road
Bedfordshire
LU5 6PD

Phone: 07963 534038

Facebook: Harlington Village Pre School

Harlington Village Pre-school



Providing a safe & welcoming environment where each child can learn & develop to their full potential through play

Our Service

We are an excellent, Ofsted inspected (Good, 2017) with experienced DBS checked staff. We are based at Harlington Lower School, at the Conifers, a purpose-built building behind the school, which boasts a superb indoor and outdoor space. We aim to offer a safe, secure and stimulating environment where children can learn through play.

We have strong links with the Lower School and work closely with the staff there, easing transition into reception for our older children who will be starting school.

Harlington Village Pre School (HVPS) is open to every family in the community. Your child may start in their 2nd year subject to 2 year funding or when they are 2 years and 6 months old.

Session Times and Fees

We offer full time and sessional care and open Monday to Friday, in term time. We hold 2 sessions a day, 3 hours long. The morning runs from 8.50am – 11.50am and the afternoons 12.30pm - 3.30pm. The morning sessions tend to be mixed and the afternoon sessions are only open to the older children i.e. those starting school the following September. We also offer a lunch club from 12-12.30pm for the older children, whereby they bring their own packed lunch.

The older children can attend all day (restricted to 3 days a week) Children are eligible for Nursery Education Funding (NEF) from the term after that in which they are 3 years old.

We also offer a before and after school club – see the separate Harlington Village Wrap Around Care leaflet for details

The current fees are £13.50 per session, until NEF is applicable. Lunch club is £3..

HVPS is run by a committed and dedicated team of staff and a voluntary parent-led committee. We pride ourselves on our 'open-door' policy and aim to work with parents to help them settle their child into Pre school in the way that best suits that individual.

Snack

Every session the children are offered a healthy snack which is a choice of fruit, breadsticks, cheese, breads, milk or water to drink. We often have cooking activities at Pre-School and the children may make soup, pizza muffins, bread, cheese scones etc which they may eat at snack time. We celebrate various festivals (including Chinese New Year, Diwali) and try to include foods from around the World.

The children are encouraged to sit and eat together.

Any allergies are taken into account and we ask for any allergies or dietary requirements to be specified on the medical form in the starter pack.

The snack given that day will be listed on a board in the foyer.

We will ensure that drinking water are available throughout our sessions.

Early Years Foundation Stage

We follow the Early Years Foundation Stages and value every child at HVPS, encouraging them to achieve their best whilst in our care.

There are 3 prime areas:

1. Personal Social & Emotional development
2. Physical Development
3. Communicate & Language

And 4 specific areas

4. Literacy
5. Mathematics
6. Understanding of the World
7. Expressive Arts & Design.



We will make observations during the sessions and link these to the EYFS areas.

Uniform

In the interest of Health & Safety all children must wear **plimssoles** whilst inside the conifers.

This is a health and safety measure to maintain our carpeted area and to ensure children do not hurt their feet on toys that may be on the floor.

A uniform is available to buy from our supplier Prestige Design & Workwear. There are t-shirts (£5) and sweatshirts (£8) in a variety of colours to choose from. However, uniform is not compulsory and children can wear any clothes that are suitable for play. We ask for the children to bring in some named spare sets of clothes in a bag. If your child is not toilet trained please ensure we have everything we need to change them in their bag.



Parent Rota

Our Parents are encouraged to join our pre-school parent rota, this usually entails helping at one or two of your child's sessions every half term. The children love having their parents/carers there to show them what goes on at pre-school and the staff appreciate it if you able to help prepare the food at snack time and tidy up afterwards.

Illness

Parents are asked to keep their children at home if they have any infection, e.g. impetigo, thread worms, head lice, chicken pox. Please speak to a member of staff if you require advice, and inform pre-school as to the nature of the infection so that other parents can be notified, if necessary. If your child has had sickness or diarrhoea, please do not bring them to pre-school for at least **48 hours** after the last attack.



If a child falls ill during one of our sessions, we will contact parents/carers to arrange for an early pick up. Please ensure we have the correct contact details at all times.

Medical Information

On registration you will be asked to provide information on your child and if they have any additional needs. At any time, if your child's needs change, even if it is temporary, please speak to a member of staff.

We will need to keep a record of any medication, dosage and when to administer this. This document will need to be signed by a parent or carer.

Booking

To book a visit contact one of the team on 07963 534038. To book sessions email our administrator Becki at staff@harlingtonvillagepreschool.org.uk. We also hold a waiting list and you are encouraged to give the administrator any siblings details as soon as you can.

Fundraising

Harlington Village Pre School is a non-profit making organization and is a registered charity (Charity number 1023563) Therefore any additional resources are acquired through fundraising. We regularly hold fundraising activities such as Christmas & Easter hampers, dressing up days, silent auctions and have a stand at the Lower School fayres. We appreciate your support in these fundraising events and your generosity.

Facebook

We have a facebook page – Harlington Village Pre School – where we regularly add photos of the activities the children have been enjoying and the current themes which are being followed.



The Staff

All our staff hold a current paediatric first aid certificate and we have a designated SENCo, safeguarding and fire officer.

Suzie Bumfrey- Setting Manager

I am an Early Years Teacher with 16 years' childcare experience where I have had particular experience dealing with premature twins. I have been working at pre-school for 4 & ½ years.

Rebecca Hocking – Setting Deputy Manager

I have a Level 3 in childcare. I have worked at HVPS for over 4 years firstly as Co-Chairperson and then as a Childcare Practitioner.

Alicia Denton

I am qualified to level 4 in Childcare and I have over 10 years experience at pre-school where I am the current manager. I have previously worked at before and after school club for another provider.

Jo O'Donnell

I have a level 3 childcare qualification & I have worked at HVPS for 5 years. I have 4 children of my own and I have 3 years' experience working in before and after school care. I am currently working towards Cache Level 3 supporting teaching & learning in schools and volunteering in Years 1 & 2 at HLS to support my studies.

Bernadette Naughton

I have a Level 3 in Childcare and have 20 years of experience working with children

Charlie Garrad

I have a Qualified Teaching Status and 10 years teaching experience having worked with children of all ages in both the UK and Thailand.

Jess Bailey

I have a level 3 in childcare with 6+ years of experience working with children from ages 4 months to 9 years. I have previously worked in a nursery and at a before and after school club. I also have 3 children of my own.