

# The Ark Nursery

at Thomas Bullock CE Primary and  
Nursery Academy



Headteacher: Mrs S O'Sullivan

Early Years Lead: Mrs D Marjoram

Nursery Teacher: Miss S Bell-Tye

Telephone: (01362) 820300

Email: [office@thomasbullock.dneat.org](mailto:office@thomasbullock.dneat.org)

Website: [www.thomasbullock.dneat.org](http://www.thomasbullock.dneat.org)

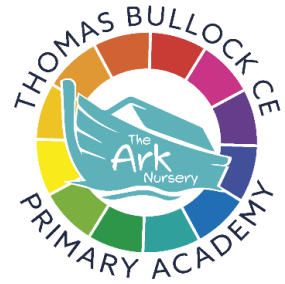
# The Ark Nursery Prospectus

Welcome to our Nursery,

We look forward to your child having an exciting, happy, creative and inspiring time with us as they embark on their journey in education. We hope this prospectus will provide you with an overview of what we offer but please do get in touch for more information or with any questions you may have.

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## A welcome from the Headteacher

Welcome to our Ark Nursery at Thomas Bullock. We are a school-based setting which is heavily committed and invested in providing outstanding Early Years provisions for all. We are offering places for children aged 2 - 4. Upon joining you will see that our pupils benefit hugely from being an important part of our wider school and they enjoy regular teacher-led forest school, music, and physical education lessons. Nursery pupils join our collective worship and lunchtimes. Our pupils transition well and have daily structured RWI Nursery phonics and maths sessions too. This enables our pupils to transition exceptionally into our Reception class.

As a qualified teacher EYFS teacher led provision we know that children make good progress because adults provide lots of opportunities for them to explore, learn and develop across all areas of learning. Our team and teachers focus on developing confident and independent children who can make informed choices and decisions for themselves, whilst developing a caring, considerate and responsible attitude towards other people and their environment.

We know that we offer children an excellent and exciting curriculum and our nursery children will thoroughly benefit from joining our school earlier. So please do call and request a visit to our Nursery. We are excited to welcome you and your family to our school.

Welcome to our wonderful school.

Mrs Shannon O'Sullivan  
Headteacher



The EYFS Team



Mrs D Marjoram  
EYFS Leader, Reception Class  
Teacher, DSL



Miss S Bell-Tye  
Nursery Class Teacher

## Our aims

Within the Ark Nursery at Thomas Bullock CE Primary and Nursery Academy, we follow the principles of the Early Years Foundation Stage framework (EYFS).

### Statement of Intent

We intend that our ambitious and inclusive curriculum educates all children in the knowledge, skills and understanding, to be effective, inquisitive, curious, independent learners and influence their wider thinking across all seven areas of the EYFS. We strive to create opportunities for children to communicate easily by developing language and communication skills in a language-rich environment and through teaching specific topic-based vocabulary. Learning is carefully planned for by our Qualified Nursery Teacher, Miss Bell-Tye, following the children's interests to support and scaffold the children's learning and development.

We provide children with a wide range of opportunities to develop the fundamental skills for life-long learning, through an exciting balanced curriculum of whole class and group teaching alongside both adult-led and child-initiated opportunities.

At the Ark Nursery, we create a warm and stimulating environment where learning is fun and purposeful. We engage in activities that promote and extend children's curiosity and awareness of their world. At Thomas Bullock, we encourage all children to be confident and happy independent learners who *'let their light shine'* in all they do.



The aims and objectives of the Early Years Curriculum at Thomas Bullock are in line with the Early Years Foundation Stage and enable children:

- To encourage all pupils to be inventive, curious, inquisitive, independent learners.
- To promote a general awareness of the fundamental British Values.
- To develop the fundamental skills for life-long learning including a readiness for Key Stage One and beyond.

- To provide children with an engaging and exciting curriculum which fosters a love of learning and curiosity.
- To support children in developing a sense of self-worth and self-confidence.
- To promote a supportive and inclusive learning environment for all learners, in which their successes are celebrated and misconceptions are encouraged as a positive learning tool.

## The Early Years Foundation Stage

*In our Early Years classrooms:* Our curriculum is designed to recognise and build upon the children's prior knowledge and learning, providing first-hand experiences which allow the children to develop interpersonal skills, build resilience and become creative, critical thinkers who challenge themselves. We plan through a topic-based approach which is mapped out periodically, however, these plans are a working outline and guide which can change to meet the ever-changing interests and needs of our classes. We ensure that our curriculum is differentiated to meet the needs of all learners and is taught in a logical progression so prior learning can be built upon.

We encourage all children within the EYFS at Thomas Bullock CE Primary Academy to demonstrate their attitudes and behaviours to learning through the Characteristics of Effective Learning, highlighted within the framework.

### Observation, Assessment and Planning

Teachers and Teaching Assistants within our Academy use teacher assessments and gap analysis to inform their planning and the quality provision provided. In order to maintain high standards of teaching, we invest in all staff by providing high quality continued professional development (CPD).

### Language and Communication

We recognise, in line with the EYFS principles, that Language and Communication are vital areas in all children's development. Communication and Language is therefore a consistent focus within our curriculum. We provide children with a language-rich environment in which conversations, stories, singing and rhymes become a regular part of our day.

### Phonics (Read, Write, Inc)

Phonics is the teaching which underpins reading and writing throughout a child's education. We follow the Read, Write Inc. systematic synthetic phonics programme which runs from the early days in Nursery all the way to the end of Key Stage One and into Key Stage Two for those who need



it. Phonics introduces children to sounds within different sets and teaches strategies to segment, blend, read and write. We hold many parent/ carer workshops across the time, including a phonics and early reading session in the beginning of the Autumn Term.

One of the main focuses in The Ark Nursery is language comprehension. It is vital to embed oral activities during the nursery years. To support our children in the Nursery, we model speaking in whole sentences and do lots of talking throughout the day. We model how to form sentences and get children to add their ideas and repeat them back.

We have planned storybooks throughout the year that children grow to love, connecting them to role play and other areas of the environment, encouraging children to join in and repeating phrases from the story. These stories are in addition to the wealth of stories, nursery rhymes and songs that are part of the nursery day.

We introduce the classroom management signals to the children as early as possible. This includes 1,2,3 to move around the classroom, get their belongings and take part in challenges!

### Phonological Awareness

Before teaching the first 31 sounds explicitly, we look at our Read, Write, Inc frieze chart and learn about the pictures and what we can see in them. We emphasise the sound at the start of the picture. For example, mmmmmmm mountain.

### Fred Talk

Fred Talk is vital. This is where we say words in sounds and encourage children to work out what is being said. For example, "Can you touch your l-i-p? (lip)

Fred can only talk in sounds and they have to work out the words he is saying.

### Teaching the first 30 sounds

We have a copy of the Read, Write, Inc frieze chart up at children's eye level and teach children the names of the mnemonics – dinosaur, net, mountain, etc. We begin to teach the first 30 sounds as soon as children are able to sit on the carpet.





## Enabling Environments



Our Academy considers the whole child and their development. Our children are immersed in lots of enjoyable, engaging and practical experiences, through which they are encouraged to explore and experiment with their learning. We use both our fantastic, recently renovated outdoor and indoor environments. Further redevelopment of our spaces is due to begin during the Summer Term 2022.

## Outdoor learning

We provide lots of opportunities for outdoor learning and a free-flow provision. We also have weekly outdoor learning sessions in our farm, meadow and forest areas, led by our Qualified Forest School teacher. Miss Bell-Tye also brings a wealth of prior Outdoor learning experience with her to our setting, having previously taught at a forest school



## Norfolk Music Hub

Excitedly, our Ark Nursery Pupils benefit from a weekly music lesson led by our Music teachers from Norfolk Music Hub. This is in line with the rest of the school.

## PE

Our Nursery pupils participate in weekly PE lessons, following the REAL PE & Jasmine programme which is tailored for EYFS pupils.

## Clubs

We offer free extra-curricular clubs led by the Teachers across our school. These vary each



term, for example this term has seen; singing, dance, drama, Lego, Funky Fingers (fine motor) and sports. These are in addition to our usual Nursery session.

## Learning Through Play

We strongly believe in our pupils learning through play and we deliver objectives in whole class, small group and 1:1 grouping which is then extended through our enhanced and continuous provision. Staff record snapshots of the children's learning in the moment which help to identify where support and enhancement may be needed for the children to further achieve



and exceed the objectives. We also carry out planned observations which are then recorded, analysed and inputted onto our assessment systems to inform data and future teaching sequences.

## Areas of Learning

We follow the EYFS framework and provide opportunities for learning which encompass all of the seven areas of learning. These are split into two categories; 'prime' and 'specific' areas. The 'prime' areas are: **personal, social and emotional development; communication and language and physical development.** The 'specific' areas are: **literacy; maths; understanding the world and expressive arts and design.**

Within our planning and assessments cycle, we reflect upon the 'characteristics of learning' as outlined with the EYFS (playing and exploring; active learning and creating and thinking critically). These key skills are fundamental to success life-long learning as pupils progress through the school.



At Thomas Bullock CE Primary and Nursery Academy, we encourage all pupils to 'Let their light shine' and place a great emphasis on enjoying and celebrating achievements. Our Nursery pupils will join our whole school celebration assemblies and be part of our celebrative community.



## How do you know how your child is doing?

Tapestry is the online platform that we use to record and share observations of the children's learning, play and wow-moments. This is through written, photo and video form.

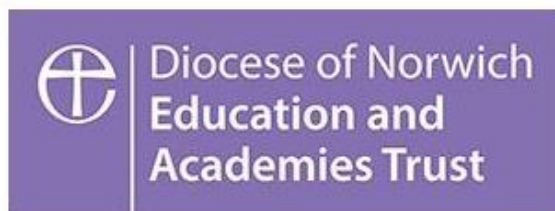


We ask that you update Tapestry with significant events and snapshots from home. This aids transition and builds a strong working partnership. We can celebrate these events/snapshots in school and use as a discussion point.

## Focussed support and additional needs

Children within Ark Nursery have full access to our whole school and specialist early years support and professionals. Our school Special Educational Needs Co-ordinator works directly with our Early Years teaching team to offer support for pupils where needed. We have strong working relationships with other outside agencies and professionals including the Norfolk County Inclusion teams, Beacon House, Benjamin Foundation and Speech and Language Therapist support.

## Diocese of Norwich Education and Academies Trust



Our Academy is part of a growing family of schools who are part of the Diocese of Norwich Education and Academies Trust (DNEAT).

Our funding comes from the Government via DNEAT and we are accountable to the trustees of the DNEAT board.

As an Academy we are allowed to design our own curriculum, however we currently follow the National Curriculum.

We are still inspected by OFSTED and receive support from the educational specialists from DNEAT.

For more information please go to the below websites;

[www.thomasbullock.dneat.org](http://www.thomasbullock.dneat.org)

[www.dneat.org](http://www.dneat.org)

## The Governing Body

The Governing Body is a small group drawn from the local community, parents, staff and DNEAT, with a wide range of skills and interests and who focus on the best interests of the school.

The Governors are the accountable body to DNEAT, with three core functions:

- To ensure clarity of vision, ethos and strategic direction
- To hold the Headteacher to account for the education performance of the school and pupils and the performance management of staff
- To oversee the financial performance of the Academy and to ensure its money is well spent

Governors achieve this by regular school visits, interaction with the pupils, staff and parents, dedicated training, liaison with other schools and co-working with other supporting agencies.

Governors are committed 100% to the Academy and will do everything within their powers to ensure it is a safe, happy, thriving and achieving place to learn.

## The Friends of Shipdham School (FOSS)

We have an active Friends of the School (FOSS) organisation which organises various events and in recent years have raised over £40,000. This is a long-standing voluntary organisation and is made up of parents whose children attend the school. We are grateful for their support and assistance and trust that this interest and generosity will continue in the future. All parents are invited to attend the meetings and become actively involved. This body is a welcome and vital part of our school life without which the children would not receive as many varied opportunities as they do.

The Friends of the school also operate a local shop which sells a wide variety of used goods, the proceeds of sales go to the school in order to contribute to the children's education.

## Our Nursery Day

Our EYFS pupils are greeted at the gate by their familiar and regular teaching staff. This aids for a smooth handover and the children enjoy walking into school together where they commence their day beginning with registration and settling 'busy jobs'. A typical day in Nursery is as follows:

- Play and self-registration. The children find their names (3 and 4-year olds) or faces (2-year olds) and place them on the tens frame
- Carpet time to say hello, count how many children are in school today on the tens frame and talk about the date and weather
- Wake and shake – an activity session to wake up both the body and brain
- Phonics teaching input
- A choice of a balanced range of activities which are adult initiated, child initiated or adult led in our indoor or outdoor areas
- Literacy input
- Social snack time
- Maths input
- Tidy up time: the children work as a valued team member to tidy away resources
- Carpet time – stories, songs, role play or sound work as a consolidation of the session's learning
- Lunchtime and home time for morning only session
- Registration
- Whole class topic teaching input
- A choice of a balanced range of activities which are adult initiated, child initiated or adult led in our indoor or outdoor areas
- Social snack time
- Tidy up time: the children work as a valued team member to tidy away resources
- Carpet time – stories, songs, role play or sound work as a consolidation of the session's learning
- Home time

At lunch time, children accompany the Reception Class children to eat their lunch and play with them in our outdoor areas. There are many variations to our day: each day is carefully planned to support the children in becoming independent and active learners; taking shared responsibility for their time and actions.



## Hours and Sessions

### Hours and sessions

We offer part time and full-time spaces on both a fully-funded and self-funded basis.

Our part time sessions run daily from 08:45 – 11:45. Our full-time spaces run daily from 08:45 – 15:15 and included a free lunch cover period for pupils staying all day.

We are a term-time only setting and our terms are the same as those of the main school and are available to view on our website and calendar. We open for 38 weeks of the year.

### Wraparound Provision

If you require wraparound care outside of our Nursery session times (07:30 – 08:45 or 15:15 – 17:00) please contact the school office for information about the daily provision we currently offer.

### Lunch

You may choose to provide your child with a healthy packed lunch from home or order a school meal from our on-site kitchen. If you choose to order lunches, these are charged at £2.47 and can will be charged via our whole school 'parent pay' system.

### Uniform

We recognise the importance of our Nursery pupils feeling a part of our whole school. As such, we have designed and created a uniform for Ark Nursery which is in line with the rest of our school. These can be viewed here:

<https://www.birdsofdereham.com/shop/search/?q=thomas+bullock>

**Tops:** cardigans, sweatshirts and polo shirts can be ordered via our school office.

**Bottoms:** navy jogging bottoms, leggings and tights. If your child is uncomfortable in trousers a grey pinafore school dress is also acceptable if they can manage this independently.

**Footwear:** Sensible enclosed footwear, black school shoes. Welly boots too.

**Spare clothing in a named bag:** Underwear, top, bottoms, socks. (We will let you know when this needs to be replenished.)

**Outerwear:** Waterproof hooded jacket, coveralls, welly boots.



Above all else, we want our youngest pupils to be comfortable in their clothing whilst with us and we request that you send them in with clothes they can manage themselves: ie. *no fiddly buttons or ties that may cause discomfort for your child or hinder their ability to access independent toileting.* With the active learning taking place your child may get a little messy whilst with us, please bare this in mind when appropriately dressing your child.



## Charges

### Nursery Charging Policy from April 2023

**FREE** Government Funded places 15 and 30 hours.

We offer fully funded sessions for eligible 2 year olds and all 3 & 4 year olds. We also accept split-placement funding if required. At part of your admission pack, you will be given a funding form; should you require further support or information about this, please get in touch with the office in the first instance. Children are eligible for funding the term after their third birthday.

A deposit is not charged.

### Admission to Nursery

The Admission Policy is issued to all families as part of the registration process. It is also available via our website and upon request from the school office.

We accept children from two years old on a private funding basis, for those children who are fully or partially toilet trained. We are able to support toilet training however regretfully do not accept children in nappies unless there is an underlying medical or individual need.

### Additional costs

Occasionally, we may ask for a voluntary contribution to cover trips out or visiting theatre companies. Charges for additional services will be agreed in advance with families.

### Notice of increase in fees

If we need to increase prices, we will give notice of one month.

### Trial sessions

Should you wish to book for your child to have a free trial session, please do so at the office.

### Booking

Please apply for a place by contacting the school office on 01362 820300. Places must be booked in advance to ensure adequate staffing levels.

### Session Amendment

At Ark Nursery, we pride ourselves on providing high quality early years and early education for all pupils. There is much preparation in ensuring learning sequences are appropriately mapped and resources are readily available, including highly qualified support staff to assist our qualified nursery teacher to ensure legal ratios are met. With this in mind, we regrettably are not able to offer an alternative session for those missed for any circumstances including ill-health or appointments. In these circumstances, normal session fees will apply for both self and state funded spaces. In the unlikely event that Ark Nursery is forced to close due to circumstances beyond our control, an alternative session will be provided if possible or a session credit added to your account for the following term.

### Additional / private funded session cost

These are charged at £4.00 per hour.

### Notice period

A notice period of a minimum of four weeks is required to cancel or adapt your sessions attended. Discretionally, we can change or adapt the sessions attending with less notice if spaces allow.

### Late payment fees

In cases where payment is late without prior arrangement, your child's place will be terminated for chargeable sessions. Your child will be able to attend any funded sessions that he or she is entitled to. Any outstanding debts will be forwarded to the Local Authority Credit Control Department for recovery.

### **Late collection of children policy**

If you are unexpectedly late to collect your child, please inform the school by telephone immediately. If you are regularly late there will be additional charges (even if you are only accessing the funded hours) and your place may be withdrawn if there is a waiting list.

### **Additional Funding**

We aim to identify all children that may attract any additional funding such as EYPP, DAF, SEND Inclusion Fund and any locally available funding streams with a view to submit a claim/application to support and improve their outcomes. This additional funding is used for additional support to meet need and is not contributory to session costs.

### **Policies**

All policies can be found on our website at:

[www.thomasbullock.dneat.org/welcome/policies](http://www.thomasbullock.dneat.org/welcome/policies)