

Pre-school Tel: 01491 682300
24 hour answer-phone

Email address woodcote.pre-school@hotmail.co.uk
Website www.woodcotepreschool.co.uk

Woodcote Pre-school

Introduction

Woodcote Pre-school Group is a **registered charity** and a member of the Pre-school Learning Alliance. We provide **full day care** from 8.30am to 3.30pm for children aged **18 months to 5 years**. We **welcome children in nappies**. We have been operating for over 50 years.

Where to find us

We are based in the **Woodcote Village Hall**. Our entrance is at the rear of the Village Hall, on the side facing the green. Please use the door nearest to the car park.

We have the use of **two separate** rooms several days a week. Our main morning session is held in a light and spacious south-facing room, with large windows overlooking the village green. Some mornings, we use two rooms ideal for quiet play and activities that require 'concentration'. We use this time for our older children who are transitioning to school. Having a choice of rooms, means we are able to separate the children into two small groups with specific, age-appropriate activities. Our afternoon room is equipped to allow children the chance for a sleep.

Our staff

Many Pre-schools have only enough staff on duty to comply with OfSTED regulations. We believe that the key to success lies in having a qualified staff team and enough staff present to ensure we can do the job

properly. This means we normally exceed OfSTED minimums. All of our teaching staff hold relevant childcare qualifications. We have a very low staff turnover; the staff do the job because they love it.

Our home-cooked meals

Woodcote Pre-school has quite a reputation for its fresh home-cooked meals. We provide hot home cooked meals every day, using carefully planned menus, and are happy to cater for special diets.

We provide a healthy snack for morning and afternoon tea. Often this takes the form of toast, salad and dips and fresh or dried fruit etc. We also run a small **Early Drop Off** from 8.30am, in response to requests from working parents.

As part of our curriculum, we encourage children to learn to grow their own vegetables on our allotment. Where pests and weather permit an adequate harvest, the vegetables are picked and then eaten by the children during snack-time, lunchtime or cooking activities.



What we do

Woodcote Pre-school provides a caring and happy environment within which our staff successfully combine professionalism with a relaxed and fun atmosphere. We offer well-planned indoor and outdoor activities. Our aim is to provide a safe and happy environment, whilst teaching educational and social skills through play. We work towards the 'Early Years Learning Goals' and plan our activities so that they meet the requirements of the EYFS.



Food is fun!

We have our own allotment where the children learn to grow and then eat their own vegetables, fruit & herbs.

Our kitchen facilities enable the children to enjoy cooking and baking on a regular basis.

Out and about

In fine weather an area of the village green immediately outside the Pre-school's French doors can be fenced off, enabling the children to play inside and out.



Where staffing levels permit, we take the children on short outings around the village. The main playground is adjacent to the village hall; the allotments are on the opposite side of the green, whilst the library is just down the road. We also visit the Garden Centre & Post Office.

Hours of opening

We are open five days a week during term time 8.30am to 3.30pm.

Day	Early Drop Off	Morning	Lunchtime	Afternoon	Flexi 15 3 Year Old Funded Children Only
Monday to Friday	8.30 am to 9.00 am	9.00 am to 12 noon	12 noon to 1.00 pm	1.00 pm to 3.30 pm	9.00- 3.00

Children may attend any combination of sessions. We do require children to attend a **minimum** of 2 sessions per week.

We pride ourselves on offering as flexible a service as possible to parents. To this end, subject to staffing and our maximum permitted numbers, **children are welcome to stay for extra sessions arranged on short notice and paid for on the day.**

Donations

Your time

The most valuable thing you can give to us is your *time*. The Pre-school is run by a management committee of volunteer parents so we would love to hear from you. We always welcome new committee members or helpers at fundraising events.

Gifts

We are always grateful for any other donations. Parents are occasionally asked for donations of raffle prizes and cakes etc. Donations in cash can be made through the **Gift Aid Scheme**, allowing us to reclaim 28 pence from the tax-man for every £1 donated. Alternatively, if you see a 'buy one get one free' offer on soap, tea, washing up liquid, disinfectant etc, we would love to have the 'free' item.

Our fees

As a registered charity, we strive to keep our fees to a minimum. We are **not** a profit-making organisation and our fees are substantially lower than those of many Pre-schools in the area.

Session	Amount per hour
Morning and Afternoon	Under 2 years: £5.00

	3 Years and over: £4.50
Early Drop Off	£2.50
Lunch	£2.00 hot Meal or Bring own pack lunch

We are a **registered childcare provider** and are therefore able to offer publicly funded places to all eligible children. Currently, all three year olds in Oxfordshire are entitled to Flexi 15 the term after their third birthday which is 15 hours per week. Max 6hours a day, min 2 $\frac{1}{2}$ hours a day.

We are also able to offer places to children eligible for 2 year old funding, please ask for more details.

Waiting list

We are a very popular, and therefore busy, pre-school. Fortunately, because we have so much space, we are registered for up to 37 children, staffing levels permitting. Our waiting list is not operated on a strictly 'first come first served' basis. Instead, in accordance with best practice, we allocate places first to the oldest children. If you are after specific sessions for your child, we strongly recommend you book them in early to avoid possible disappointment.

Home Visits

We offer a home visit prior to your child starting Pre-school. This gives the staff a chance to see your child in their home environment and may help with your child starting Pre-school to meet their Key Person before they begin. One member of staff will go through forms with the parent whilst the other gets to know your child.

How to find out more

A copy of the Pre-school's full prospectus, setting out details of all our various policies and procedures (including how to make a complaint or report child protection concerns) is available on request or from our website. Please speak to Wendy Powell, our Pre-school Manager. Alternatively, a copy of the prospectus is on display at the Pre-school daily.

Our website at www.woodcotepreschool.co.uk is packed with information. Alternatively, please telephone the Pre-school on **01491 682300** or email woodcote.pre-school@hotmail.co.uk

We have an 'open door policy', so please feel free to pop in for a visit. We offer a free trial session to all children. Please speak to Wendy Powell our Pre-school Manager, if you wish to arrange a trial session.

Woodcote Pre-school prides itself on providing a happy family atmosphere. **If you have any questions at all, please feel free to ask.**