

# **NURSERY 2022**

## **SCHOOL INFORMATION PACK**



**PRIDE IN EXCELLENCE**



## OUR VISION

At Purley Oaks we firmly believe that every child will be supported, valued and challenged. We are ambitious for our children and their families and are driven by our moral purpose to ensure that everything we do has a positive impact on the children's lives. We are determined that our children will take pride in their learning and themselves and that they will strive for excellence.

By working closely together and continuously improving our practice, there is no limit to what can be achieved.

## OUR ETHOS

At Purley Oaks our ethos is based on five themes: CARING, SHARING, LEARNING, LISTENING and OURSELVES.

This ethos underpins everything we do. We provide our pupils with a rich social awareness and respect for others so that their contribution to the school community and society is both positive and one of tolerance.

Our broad and balanced curriculum promotes spiritual, moral and cultural values, as well as mindfulness and the physical health of our pupils, which unites our Purley Oaks community as we strive for excellence.

## SCHOOL COMMUNICATION

We will communicate with you in a number of ways:

- School app: Weduc
- Directly via the class teacher
- Telephone calls
- Text – important reminders only
- School website
- Email: [schooloffice@purleyoaks.croydon.sch.uk](mailto:schooloffice@purleyoaks.croydon.sch.uk)

The class teacher will talk to you about your child to share information about achievements or concerns. You will also receive termly reports. At parents' evenings you can discuss your child's progress, these take place every term.

The partnership between parents and school is very important and we aim to give you as much information so you can support your child. We do this by holding workshops to explain the way we teach and how you can help them with their learning at home.

Each child has a school planner with expectations, reading records or journal, spelling tests and times table tests. Your child's planner will have logins for them to use Google Classroom, Times Table Rockstars, Collins E-books, Reading Cloud and BusyThings.

We will provide you with an enrolment letter for our communication app called Weduc, which will enable you to stay up to date with school news and events. Breakfast club, school trips, teacher led clubs and school lunches can only be booked or paid for via Weduc.

If you change your details, you can complete a form on Weduc or contact the school office: [schooloffice@purleyoaks.croydon.sch.uk](mailto:schooloffice@purleyoaks.croydon.sch.uk).

## YOUR CHILD'S INTRODUCTION TO NURSERY

Starting nursery can be exciting but also a time of change. We aim to make the experience as happy and enjoyable as possible for everyone.

Home visits are an important part of your child's settling in process. Meeting the nursery staff in their own environment can make your child feel more confident about starting nursery. It also gives you time to discuss any concerns or questions you might have in the comfort of your own home.

Your child will have a gradual introduction to nursery. In their first week, they will be in small groups for a 1-hour session which will allow us the chance to really get to know one another. Towards the end of the second week the children will stay for a longer 2-hour session with a few more children.

Throughout the year we also offer workshops to help you understand how your child is learning and how you can support them at home. The nursery team will notify you when these workshops will be held.

### Nursery Start Dates

#### Morning Class

5<sup>th</sup> to 14<sup>th</sup> September – home visits

15<sup>th</sup> to 16<sup>th</sup> September – 1-hour session

19<sup>th</sup> to 23<sup>rd</sup> September – 2-hour session

Week commencing 26<sup>th</sup> September – full session 8.30am to 11.30am

#### Afternoon Class

5<sup>th</sup> to 14<sup>th</sup> September – home visits

15<sup>th</sup> to 16<sup>th</sup> September – 1-hour session

19<sup>th</sup> to 23<sup>rd</sup> September – 2-hour session

Week commencing 26<sup>th</sup> September – full session 11.40am to 2.40pm (including lunch)

#### All Day

5<sup>th</sup> to 14<sup>th</sup> September – home visits

15<sup>th</sup> to 16<sup>th</sup> September – 1-hour session

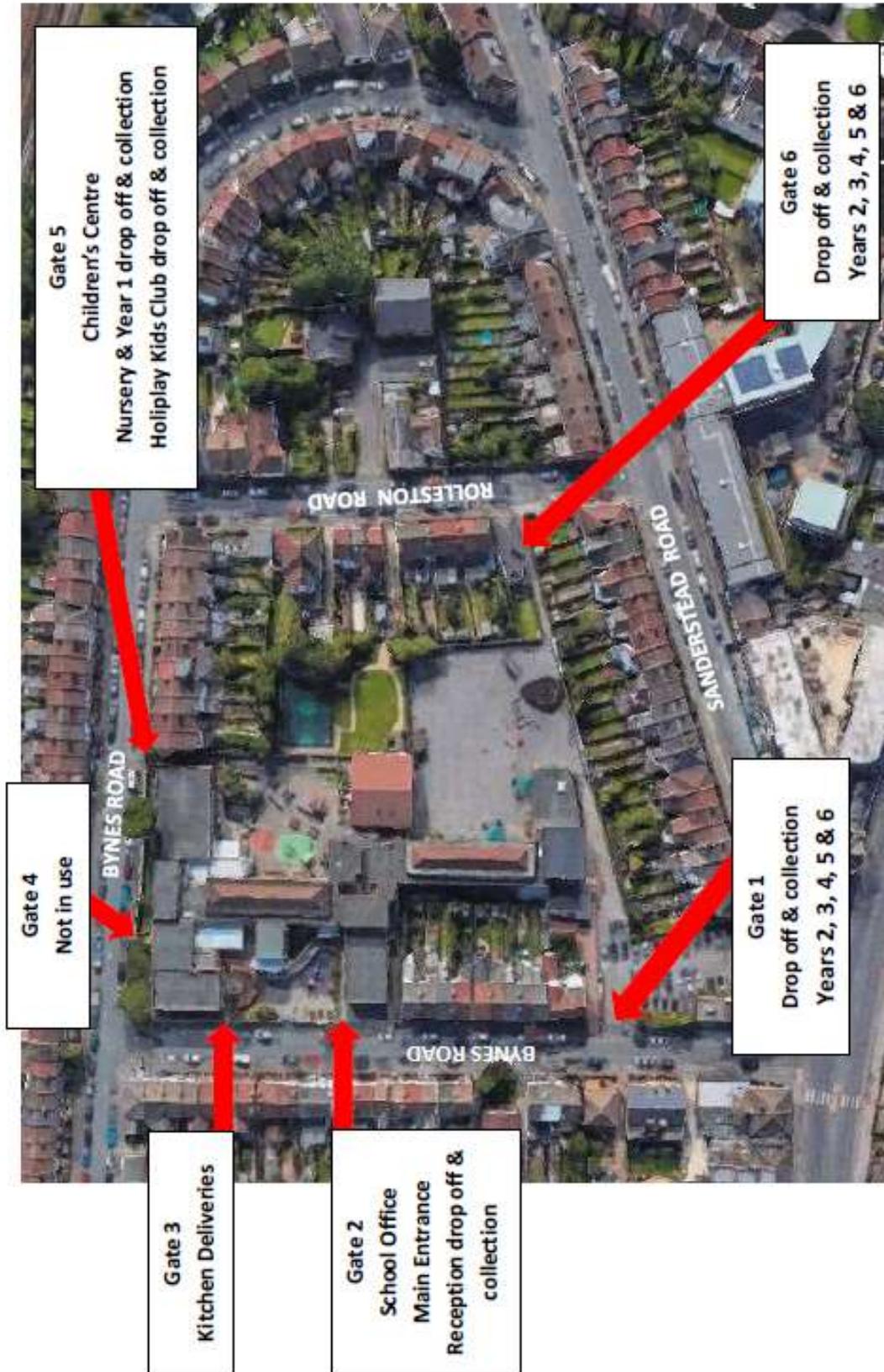
19<sup>th</sup> to 23<sup>rd</sup> September – 2-hour session

Week commencing 26<sup>th</sup> September – full session 8.30am to 2.40pm (including lunch)

#### **Please note: dates may be subject to change**

Please take your child to **gate 5** where the nursery team will be waiting to meet you. The nursery gate will be open at 8.30am so that children can go straight into class.

## ENTRANCE MAP



## BASIC SKILLS CHECKLIST

By the time your child starts nursery the expectation is that they will have mastered a number of basic skills. To help you and your child prepare for nursery please work on the following skills together over the summer:

		
Sit and listen to a story with an adult (bedtime stories)		
Use language to describe a picture in a book or an event e.g. going on the bus		
Using the toilet more independently including the undoing and pulling up of clothes		
Wash their hands on their own		
Putting their coat on independently		
Respond to their name when called by an adult		
Use a knife and fork when eating lunch		
Walk to school (no buggies)		
Not being reliant on using a dummy		
Use a simple cup to drink from without a lid		

## SCHOOL UNIFORM

### Nursery School Uniform (not compulsory)

- Blue jogging bottoms (available from MAPAC)
- White polo shirt
- Blue v-neck sweatshirt or cardigan with school logo (MAPAC)
- Black school shoes or trainers
- Socks and tights must be grey, black or white - **no over the knee socks**

Your child will receive a free book bag with the school logo when they join Purley Oaks.

**Please ensure that you name your child's clothing.**

### Uniform Restrictions

- Jewellery is not permitted for health and safety reasons. Small studs are acceptable.
- Long hair must be tied back with ties, ribbons in the school colours of blue or white.
- Dyed hair and patterns shaved on heads are not permissible.

**Note: we have lots of messy activities at nursery so if children wear their own clothes they may get paint etc on them.**

mapac  Your Official School Uniform Supplier

# WELCOME TO MAPAC

We are delighted to be working with your school who have entrusted us with providing your children's school uniform.

## 1. HOW TO REGISTER & ORDER

- CLICK THE UNIFORM LINK FROM YOUR SCHOOLS WEBSITE...or...
- Visit [www.mapac.com/education/parents](http://www.mapac.com/education/parents) or search online for 'Mapac find your school'.
- Use the 'LOGIN/REGISTER' tab at the top of the page and fill in your details (even if you don't need to order straight away, it means you'll start receiving Mapac updates and offers!)
- Once on your dedicated school page, simply add everything you need to your basket, register (if you haven't already) and then check out.

## 2. ORDERING GUIDE

Under normal circumstances we aim for all orders to be sent out within 10-15 working days. During our busier periods (especially over the summer) or if anything unexpected occurs, it can take longer, so please allow us some extra time to get your order to you.

**Delivery to your home / work year round!**

OR

**FREE delivery to your school**

(This service will not operate during any school holiday this includes the 6 week summer holiday – order cut off date is Friday 24th June for last delivery in to school on or around 15th July. Our aim will be to resume from 30th Sept for a first delivery into school mid/end Oct)

## **IMPORTANT SUMMER ORDERING INFORMATION**

**To receive your order before the start of term please order by Friday 31st July.**

We do everything we can to send out all items as soon as possible but a high volume of orders or unforeseen circumstances may occasionally lead to delays.

If you have any queries, please do not hesitate to call or email us. We are happy to help!

**T:** 01923 255525 | **E:** [parentcustomerservices@mapac.net](mailto:parentcustomerservices@mapac.net)

## SCHOOL MEALS

We run our own in-house catering service offering a highly appealing and tasty choice of dinners in line with our commitment to being a Healthy School. All children have a choice of vegetarian or meat option (**all our meat is Halal**) as their main meal, plus a choice of homemade dessert or fruit. In addition, the children have access to a well-stocked salad bar and freshly baked bread every day. Our weekly school dinner menu is included in this pack for your information.

Nursery children can have a school dinner at a cost of £2.40 a day or they can bring in a packed lunch. Free fruit and milk is provided during the morning.

**Please be aware that we are a NUT FREE school.**

## BEFORE AND AFTERSCHOOL CHILDCARE

### Breakfast Club

Our breakfast club opens from 7:30am until school starts and it provides children with a secure and happy environment to begin their day. Breakfast club costs £5.00 a day, which includes breakfast and supervision. Children are taken to nursery by a member of the breakfast club team. Places must be booked and paid for in advance via Weduc.

The school also accepts childcare vouchers.

### After School Club - Holiplay

Holiplay are a local organisation who offer after school and holiday clubs across Croydon. Holiplay costs £12.50 a day, which includes a light tea. If you wish to request a place with Holiplay please complete the registration form on their website: <http://holiplay.co.uk/holiplay-kids-after-school-club/>. Payments should be made directly to Holiplay who accept a range of payment options.

A member of Holiplay will collect your child from nursery at the end of the school day.

Holiplay also run holiday clubs at Purley Oaks. Please contact them for further information.

## Frequently Asked Questions

We hope these questions and answers will reassure you about your child starting nursery. Please get in touch with us if you have any other questions: [schooloffice@purleyoaks.croydon.sch.uk](mailto:schooloffice@purleyoaks.croydon.sch.uk).

### ***Can we come into school to help our child settle?***

Yes, you can come in to the classroom briefly on the first few days and show your child where their coat peg is and help them to settle in.

### ***How does the school know about my child?***

Our nursery team will be carrying out home visits during the week of 5<sup>th</sup> September to ensure that we know your child and your child knows us before they join our nursery. We will also be in contact with your child's previous setting if they have one.

### ***Can I view my child's work?***

We continue to use paper journals so that your child can view their journal and take pride in their learning. We encourage you to view your child's journal once every 3 weeks, which allows you to see the progress your child is making and the next steps we have set for them.

### ***Will my child get a book bag?***

Your child will be given a named school book bag in their first week. We ask you not to change these to your own bags as ours fit nicely in their classroom trays.

### ***Can my child wear any coat?***

Coats can be any colour, but they need to be waterproof with a hood as we spend a lot of time outside. Please ensure your child can do the zip or buttons before they start school.

### ***Can we bring snacks to school?***

On a daily basis we provide fruit so this is not necessary. Your child will also receive free milk. If you do not want milk, you may bring a bottle with water, not juice.

### ***Who do I talk to if I have concerns about my child?***

Your class teacher is always the first person that you should talk to about any concerns. We are happy to talk with you but this may need to be after school as morning time can be quite busy. We are always around to answer questions and happy to give advice.

### ***How do I find out about upcoming topics and dates?***

Always read your emails and look at our school app called Weduc.

### ***Do the children have to go outside?***

Yes. It is part of the EYFS curriculum to spend time learning outside with many rich experiences. We spend parts of our day learning in our well-resourced outdoor classroom. Your child must have a coat and wear sensible school shoes.

***What happens with breakfast club and Holiplay?***

Our breakfast club staff will take your child to their class and help them to settle. Any messages from home will be passed on. Holiplay will collect your child from the classroom and we will pass on any messages through them.

***How will I get to know other parents?***

We have a fantastic PTA – The Friends of Purley Oaks. They have a Facebook page and hold events such as mufti days and Christmas card designing. Getting involved with them helps parents and carers meet and also benefits your child because they raise funds for the school. Previous fundraising efforts have enabled them to purchase instruments, new laptops, ebooks and bikes.

## **PARENTAL/CARER CONSENT – FOR RECEIVING DIGITAL MARKETING MATERIAL**

In this pack, you will find a form that explains why and how we send you marketing material via digital or electronic means. Please read the form and outline your agreement.

### **Why do we need your consent?**

We request consent on an annual basis for digital marketing material, e.g. flyers and advertisements, from organisations associated with the school, such as the PTA. Without your consent the school cannot send you any electronic marketing material.

### **Why are we sending you marketing material?**

We use marketing material to promote events for example the summer fair, which help us raise vital money for the school. These are only successful if we receive support from you. You are under no obligation to respond to any marketing material.

### **What are the conditions of use?**

- The consent form is valid while your child attends Purley Oaks Primary School
- It is your responsibility to inform the school, in writing, if consent is withdrawn or amended
- The school will not send any marketing material that has not already been consented to
- The school will not share this list with any third parties without your consent
- The school will not send any marketing material if it is not already mentioned in this form

### **Providing your consent**

Please read the form and provide your consent by ticking either 'Yes' or 'No' for each criterion.

### **Refreshing your consent**

The form is valid while your child attends Purley Oaks Primary School. Consent will be refreshed where any changes to circumstances occur – this can include, but is not limited to, the following:

- New requirements for consent, e.g. an additional form of distributing marketing material
- Changes to school circumstances, e.g. new Headteacher review of school marketing

### **Withdrawing your consent**

You have the right to withdraw consent at any time.

To withdraw consent or ask any questions please email your request in writing to the school office. If you receive any marketing material after you have withdrawn consent, please contact the school office: [schooloffice@purleyoaks.croydon.sch.uk](mailto:schooloffice@purleyoaks.croydon.sch.uk) or on: 020 8688 4268.

[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

## 30hrs free childcare

### How do I sign up for the 30 hours?

You can apply for both the 30-hour offer and tax-free childcare via a single application on the [Childcare Choices website](http://www.childcarechoices.gov.uk) .

To complete the application, you provide your name, address and national insurance number, as well as whether you expect to meet the income requirements over the next three months and whether you are in receipt of any benefits.

If you live with a partner, you will need to provide the same information for them as well. This will enable HMRC to decide whether your child is eligible for the 30 hours (as well as tax-free childcare).

If you are eligible, **you will be given an 11-digit code** that you will need to take to your childcare provider along with your national insurance number and your child's birth certificate.

Your provider will then use the government's eligibility checking system to check the code is valid. If it is, they will be able to book your child's place – but bear in mind that **providers don't have to take part in the 30-hour offer**, so be sure to speak to your childcare provider about what they are able to offer for your family.

You will need to **reconfirm your eligibility every three months** and will receive a reminder text message or email from the government before the deadline.



# HELP PAYING FOR CHILDCARE



## MONEY TOWARDS CHILDCARE

Any **one** of the following schemes...

Age

**0-11**

Or 16 if disabled

Get up to  
**£2000** per child

For working families

**TAX-FREE CHILDCARE**

Age

**0-16**

Claim back up  
to **85%** of costs  
For working families

**UNIVERSAL CREDIT**

Age

**0-15**

Or 16 if disabled

Claim back up  
to **70%** of costs  
For working families

**TAX CREDITS**



AVAILABLE IN UK

... **can** be used with

## FREE HOURS OF CHILDCARE

Age

**2**

For families getting  
**certain government  
support**

**15 HOURS FREE CHILDCARE**

Age

**3&4**

For **all** families

**15 HOURS FREE CHILDCARE**

Age

**3&4**

For **working** families

**30 HOURS FREE CHILDCARE**



AVAILABLE IN ENGLAND

For offers in Wales, Scotland and Northern Ireland check [childcarechoices.gov.uk](http://childcarechoices.gov.uk)  
Speak to your provider about any additional charges that may apply

For full details visit

[childcarechoices.gov.uk](http://childcarechoices.gov.uk)

Getting childcare vouchers?  
Go to GOV.UK to find out more



## **TAX-FREE CHILDCARE AND 30 HOURS FREE CHILDCARE**

Tax-Free Childcare and 30 hours free childcare are two separate government schemes, to help parents with the cost of childcare. Both schemes were effective from September 2017. You can apply for both schemes through one online application to HM Revenue and Customs through [the Childcare Service](#)

To qualify for either scheme, parents must be working and each earning at least £139 a week (on average) and not more than £100,000 each a year.

You can use Tax-Free Childcare alongside the 15 and 30 hours free childcare schemes but you can't use Tax-Free Childcare at the same time as you receive childcare vouchers, Universal Credit or tax credits.

However, 30 hours free childcare can be received alongside childcare vouchers, Universal Credit or tax credits.

When you apply, you'll be considered for both these schemes through the same application. You'll only be asked to decide which support you want if you're on tax credits or using a childcare voucher or salary sacrifice scheme. You should check what help you could get with childcare costs on [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk). This will help you decide which support is best for you.

### **Tax-Free Childcare**

You can apply for Tax-Free Childcare if:

- your child is less than 12 years old, or
- your child is disabled and less than 17 years old and they're either:
  - receiving Disability Living Allowance or a Personal Independence Payment
  - severely sight-impaired or blind, confirmed by a consultant ophthalmologist
- the child you're applying for usually lives with you (you don't have to be their parent)
- you live and work in the UK, unless you're a Crown servant or member of the HM Armed Forces posted overseas
- you're working and expect:
  - to earn, on average, at least £139 per week (but see below if you're under 25)
  - your total taxable income to be less than £100,000 per year

If you have a partner, when you apply for Tax-Free Childcare they need to be working and expect to earn, on average, £139 per week and less than £100,000 per year.

A person is your partner if you're:

- married or in a civil partnership, and live together in the same household, or
- a couple who live together as if you're married or in a civil partnership

If you're under 25, you should expect to earn at least £131.20 a week.

If you're under 24 or an apprentice, you should expect to earn the equivalent of 16 hours, at the National Minimum Wage and Living Wage rate which applies to you.

Every 3 months, you'll need to reconfirm you're still eligible for Tax-Free Childcare using your childcare service account. It's easy to do; you just tick a box to confirm that your details haven't changed. You'll be reminded to do this, 4 weeks before the reconfirmation deadline.

You can't apply for Tax-Free Childcare for a child who is:

- your foster child
- living away from your home for 6 months or more
- in a young offenders' institution or secure children's home or training centre
- being looked after by a local authority, unless its short term respite care

If you're adopting a child, you can apply for Tax-Free Childcare when a court has made an adoption order.

You can apply for Tax-Free Childcare if you're self-employed and have registered your business with HM Revenue and Customs. You can use income from both your employment and self-employment to meet the minimum income. Your first 12 months of self-employment is your start-up period. During this time, you don't have to earn the minimum £139 a week to be eligible for Tax-Free Childcare. You can average your self-employment income across the year to meet the minimum income criteria. You need to meet the minimum using just your self-employment income if you take this approach.

### **30 hours free childcare**

All 3 and 4-year-olds in England already get universal 15 hours a week, or 570 hours a year of free early education. If their parents are living and working in England, 3 and 4-year-olds may be entitled to 30 hours free childcare, an extra 570 hours of free childcare a year, so 1140 hours in total.

The eligibility criteria are the same as the ones for Tax-Free Childcare, except you can continue to get these types of support at the same time as 30 hours free childcare:

- tax credits
- Universal Credit
- childcare vouchers or salary sacrifice schemes
- childcare grants and bursaries

When you apply, you'll be confirming that you need childcare so that you and your partner, if you have one, can work. If your child's already in a full-time reception class in a state funded school, you won't be eligible.

If you're eligible for 30 hours free childcare, you'll receive a 30 hours eligibility code, your unique 11-digit reference number. This code is important as you'll need it to claim your free childcare. You should take the code to your childcare provider along with your National Insurance number and your child's date of birth to secure your free childcare place. Your childcare provider will check the code and confirm your eligibility. You and your childcare provider will then be able to discuss when provision can begin. Please note that you must have an eligible code before the beginning of the term that you wish to claim from.

Every three months, you'll need to reconfirm that you're still eligible for 30 hours free childcare. You'll be reminded to reconfirm you're still eligible 4 weeks before the deadline. If you also receive Tax-Free Childcare, you'll be able to reconfirm your eligibility for both schemes at the same time. You don't need to take your code to your provider every time you reconfirm however, you should notify your provider if you fall out of eligibility. You can apply for 30 hours free childcare for another child at any time. The point at which you'll need to reconfirm will be aligned for all children. This means that you won't need to go online to reconfirm at different points in the month for each child. If you don't reconfirm, your childcare provider and local authority will be told that you no longer meet the requirements for a free childcare place.

If you miss your deadline you will receive a message telling you that your eligibility has lapsed but you may retain the childcare place you have for a short grace period. These grace periods are generally to the end of a term depending on when the validity end date is.

For further help and information please log on to <https://childcare-support.tax.service.gov.uk/> or you can call HM Revenue and Customs Helpline on 0300 123 4097.



## Term Dates 2022 - 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
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2022						
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28	29	30				

December 2022						
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25	26	27	28	29	30	31

January 2023						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2023						
M	T	W	T	F	S	S
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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
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April 2023						
M	T	W	T	F	S	S
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May 2023						
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29	30	31				

June 2023						
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July 2023						
M	T	W	T	F	S	S
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24	25	26	27	28	29	30
31						

August 2023						
M	T	W	T	F	S	S
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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			

School is closed when the date is shaded **red** (bank holiday) or **orange** (school holiday) or **blue** (Purley Oaks inset day). School term and holiday dates for 2022/23 include 190 pupil days and 5 in-service days as agreed by all trade unions. Please note Purley Oaks inset days may be subject to change.

**Purley Oaks Primary School**  
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CR2 0PR

 020 8688 4268

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 @PurleyOaksSch