



Hastings Adventure Playground
Broomgrove Road
Hastings
East Sussex
TN34 3FW
Tel: 01424 421201

Welcome pack

In2play Outdoor Preschool

Hastings Adventure Playground

Upper Broomgrove Road

Hastings

TN34 3FW

01424 421201

Contact the manager:

Toni Holden

earlyyears@in2play.org.uk

Welcome to our outdoor Pre-School

In2play has been part of the local community since 2006. We are pleased to be bringing our experience of play and early education to our pre-school.

Play is a fundamental right for all children. Through play, playful experiences and interactions, children find ways to explore a range of emotions, become self-aware and learn to make sense of the world and their place within it. Play is driven by children's own interests and when children play, they focus and fully utilise their whole body and mind. Play is vital to physical, social, emotional and creative development. It offers opportunities for communication, testing out ideas, critical thinking, persistence and planning and is essential for intellectual development. Play supports feelings of being a valuable human and a child's ability to trust in themselves, their ability to deal with challenges, solve problems and engage successfully with the world.

Our team of early childhood educators is skilled in enriching children's play contexts to support their learning and development with plenty of opportunities for awe and wonder.

The outdoor environment enables children to connect to the natural world which leads to active learning at its best. At In2play we make the most of open ended opportunities to develop creative and imaginative play and learning. We support children to investigate and explore and become fully absorbed in their learning while outside. Being in nature promotes calmness and a sense of relaxation.

We can currently take a maximum of 45 children per session offering a nurturing and stimulating environment where your child is valued as an individual.

Relationships are of central importance in a child's life and we look forward to working closely with you.

All the information in this pack can be provided in your first language if necessary.

VISION:

At In2play pre-school we believe that all children should be happy, active, engaged and curious about the world and each other.

PLAY-BASED CURRICULUM:

The curriculum is everything we want children to experience and learn whilst at pre-school. Our aim is to support children to become curious, creative, independent and confident learners, with good physical, communication and social skills. We give children time, space and freedom to follow their interests and to meet their own challenges and goals. We offer first-hand experiences and use nature, the weather and the change in seasons to offer an exciting curriculum.

In2play's unique curriculum is evidence based and covers all areas of learning and development in the Early Years Foundation Stage:

Prime areas of Learning and Development

Communication and Language:	Listening, attention and understanding Speaking
Personal, social and emotional development:	Self-regulation Managing self Building relationships
Physical Development:	Gross motor skills Fine motor skills

Specific areas of Learning and Development

Literacy:	Comprehension Word reading Writing
Maths:	Number Numerical pattern
Understanding the world:	Past and Present People, culture and communities The Natural World
Expressive arts and design:	Creating with Materials Being Imaginative and Creative

The characteristics of effective learning which include playing and exploring, active learning and creating and thinking critically are enhanced within a natural environment.

The NHS recommends that young children should have three hours a day of physical activity; this is easily met within our pre-school. We have also found that children who are in the fresh air are less prone to colds and infectious illnesses and sleep and eat well.

Our **Curriculum Goals** are specific to In2play outdoor pre-school and the children who attend. They outline everything we want the children to learn and experience whilst at pre-school. Learning includes new words, skills and knowledge. The goals are equally important and in no particular order.

1. Enjoy books, stories, rhymes
2. Sing nursery rhymes or say poems with actions
3. Create something out of wood
4. Take and assess risks, including fire safety
5. Ride a balance bike
6. Prepare a range of different foods
7. Recognise, name, and talk about emotions
8. Connect with nature and take action to protect it
9. Be confident using numbers and shapes

FREQUENTLY ASKED QUESTIONS:

What happens if it rains? We supply a kit list which includes water proofs; we love playing in the rain and can guarantee your children will too. Exploring and splashing in puddles, extending water play and discovering why and how it rains is part of our curriculum.

The only weather that may affect us opening is extreme high winds.

What if my child needs a rest or sleep? We provide travel cots and bedding, including blankets to provide warm resting areas. Children will sleep outside throughout the year benefitting from fresh air. Research has shown that as long as children wear weather appropriate clothing, have adequate bedding and supervision the health benefits of sleeping outside are enormous. Benefits include: better sleep, less illness, improved learning, calmer children, and healthy habits.

Will my child have to be out of nappies? No, we have toilets and a heated changing area.

Do we supply a meal? We offer fruit and a healthy snack daily and will have days where we offer a cooked food over a fire but we ask children to arrive with a packed lunch.

How can I get involved with the pre-school? Please let us know if you have any skills, hobbies or interests you would like to share with the children at pre-school. You may have a profession the children would like to find out more about or you might be a great storyteller? Do you play an instrument you could come and tell the children about and let them listen to you play?

OPENING DAYS AND TIMES:

We are open Monday to Friday, term time only. Funding can be used in our standard sessions of 9am – 3pm.

Children need to attend a minimum of 3 sessions per week / 9 hours

Sessions times

Mornings: 9am – 12pm

Children attending morning only sessions have a snack but do not stay for lunch.

Afternoons: 12pm – 3pm

Children attending afternoon sessions do stay for lunch.

Full days: 9am – 3pm

Costs

We accept 15 and 30 hour funding (all 3-4yr olds are entitled to 15hrs free education, some 2yr olds can also access funding). Please ask staff for advice regarding funding or look at eastsussex.gov.uk and search for 'help with childcare costs'. Additional hours cost £6.50 per hour.

Additional chargeable sessions for an early start or later pick up are 8.30am - 9am and 3.00pm – 3.30pm. The cost per session is £3.50.

We require 4 weeks' notice if you intend to leave or change hours, or the equivalent payment.

In2play is not a profitmaking organisation. **We welcome parents to donate a minimum of £2 a week towards snack time, our healthy eating coordinator plans a balanced menu each week.**

There is a £50 non-refundable deposit to secure your child's space and a £25 administration fee. All funds are reinvested into our pre-school and other community projects for children.

Bank details: In2play CIC

Sort code: 40-52-40

Account number: 00032128

You can pay this anytime, but it needs to be paid before the settling in session.

Our team of early childhood educators

In2play's staff team consists of early childhood educators whom are all qualified and experienced in early years and/or playwork at a minimum of level three, or level 2, undertaking their level 3 qualification. They are all first aid trained, complete safeguarding training and some also have forest school qualifications and experience. The manager is Toni Holden who has a BA hons degree and is studying for a National Professional Qualification in Early Years Leadership. All staff attend regular courses, training days and are constantly updating their knowledge and deepening their understanding of early years development, education, and pedagogy. Several other members in the team hold a BA hons degree in Early Years Education.

A welcome addition to our team is our apprentices, these young people have the opportunity to train and gain valuable experience within our unique woodland and adventure playground setting. We welcome their new learning ideas commitment and energy – they must pass an interview panel before being accepted with In2play and our expectations for them are extremely high and in line with our company values and Ofsted outstanding accreditation.

Everyone in our team is incredibly dedicated to providing an inclusive and supportive environment for you and your child that enables individual play, learning, strong emotional wellbeing and happy, secure children.

Our team understand that parents are the most important influence in a child's life and that the best outcome for your child is only achieved by working in close partnership with you.

Key person

Although everyone in our team will support your child while attending the pre-school, they will also be allocated a key person whose role will to be:

- Build strong relationships with you and your child to support your child's development at home
- Offer quality care and education
- Responsible for care routines
- Get to know your child's likes and dislikes,
- Support their choices throughout the day,
- Be attentive and responsive and offer individual attention,
- Support their friendships with other children
- Offer affection and comfort when needed.

The key person will also keep records of each child's achievements and developments which are included in the learning diaries on Tapestry, our secure online system that is available for you to access. The learning diaries are a visual record of your child's development, they will include photos, mark making, pictures, comments from your child. We welcome your contributions, it would be great if we can add observations from yourself to support our understanding of your child.

Settling your child

It is important to us that your child is happy while attending the setting.

We start to familiarise your child with the setting by having a pre-visit where we can get to know each other, fill in paperwork needed and meet your child's key person.

We can do shorter sessions initially during this settling in time and gradually increase the time that your child stays alone. Please feel free to discuss with us how we can best support this or if we are able to advise in any way.

We recommend for your child to bring in a favourite toy or comforter. If children need more settling in time or may need you to be there for comfort or reassurance, this can be discussed with your child's key person.

Security

In the absence of the main carer/s collecting, please ensure you give us a security password, and call us on the day to let us know who is collecting your child. That person will need to bring ID with them so that we know it is who you say it is. If we do not have this confirmation, we cannot release a child so we will try to call parent/s to confirm. If we can't get hold of you, we will need to keep the child in the setting until we are able to speak with you. If we are not able to make contact, after one hour we are obliged to call social services.

KIT LIST:

We will 100% be getting messy and probably muddy at times! Please put your child in old clothes. We require children to come in dressed for the weather.

- Warm wellington boots or waterproof shoes/boots.
- Warm socks plus a couple of spare pairs in their bag.
- We recommend three layers on the top and two layers on legs on colder months (tights/leggings or thermals covered by warm trousers like jogging bottoms)
- Waterproof jacket and trousers are preferable to all in one suits
- Always put plenty of spare clothes in their bag
- Spare gloves – cheap ones are fine as they sometimes get lost around the site.
- If your child is in nappies – nappies and wipes

(It is far easier to remove layers of clothing from children if they become hot than it is to warm them up)

In warmer weather we ask parents to apply sun lotion once a day, supply a sun hat and to dress children in long trousers, not shorts to protect legs from insects, brambles, twigs etc.

What to do if your child is ill?

If your child is unwell or cannot attend for another reasons, please let the manager know by phoning the office on 01424 421201.

Please see the document on infection control (on notice board) on how long you should keep your child at home or speak with a member of staff.

If your child's keyperson notices signs that your child is unwell, we will observe them, make an assessment and telephone you if required. Please note that children who require pain relief are not well enough to attend pre-school on that day.

If a child needs medication we can only administer prescribed medicines with the child's name on it and require your signature.

Healthy eating

We support healthy lifestyles for the children attending our setting, we offer water and milk to drink and have healthy snacks during the day.

For those children staying during the lunchtime sessions, we can offer ideas for healthy packed lunches (please see our notice board). Please ask us if you would like any more information.

We ask that no fizzy drinks or sweets are included in lunch boxes and sugary and fatty foods are kept to a minimum. We encourage all children to participate in making healthy snacks in our kitchen area and trying new healthy snacks together.

For more ideas see the following links:

www.nhs.uk/change4life.org.uk

Cbeebies website

www.netmums.com

Complaints procedure

If you have any concerns or complaints, please speak to the manager. We display the Ofsted poster with their contact number on the parent display.

Policies

Copies of all our policies are available for parents and caregivers, please ask a member of staff. We welcome suggestions and/or views for these policies.

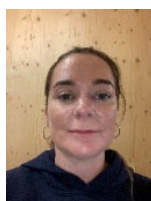
Safeguarding:

Safeguarding is paramount and is taken very seriously. We work in partnership to safeguard our pre-school children and families, not only within our setting but in the wider community too. Our designated safeguarding lead is Toni Holden. Hayley Nutbeam is the In2play safeguarding lead. Please feel free to speak to any of the staff team if you would like support or information around safeguarding. Safeguarding information and the Ofsted poster can be found on our parent display. We do not allow the use of mobile phones on site.

In2Play Safeguarding team:



Toni Holden DSL – Designated
Safeguarding Lead



Hayley Nutbeam – In2play
Safeguarding Lead

Single Point of Access - SPoA phone:01323464222

LADO Kelly Clarke – online referral forms on eastsussex.gov.uk

NSPCC – phone:0800 008 0285

All staff can advise on safer internet use, please ask. There are leaflets available giving advice on home safety, please speak with any member of staff if you require more information.

In2play website, Facebook page and other social media

We share play ideas, local events, activities that we have been doing and articles of interest. We may show pictures of children engaging in different activities but we will never put family names of children on social media or any

way of identifying children alongside images and footage taken. All media presence is only with your permission.

Fundamental British values

We prefer to call these human values. These values are included in our everyday practice and daily routines. We encourage and role model good manners, listening and communication skills, we show value in others ideas and opinions, we promote inclusion and acceptance with all cultures, nationalities and religions. We challenge extremist views and opinions that are not inclusive.

We are a pre-school that welcomes freedom of choice and as such we encourage families and children to make choices and share ideas to influence the running of our setting. Our planning for routines and experiences reflect the interests of the children attending. We have company values and a code of conduct that all team members demonstrate throughout their practice.

The Prevent Duty

As a setting we understand that promoting British Values in an age appropriate manner will help children to be able to challenge extreme views of others including the risk of radicalization. All staff have undertaken Prevent Duty training that is updated annually. We can provide more detailed information regarding the Prevent Duty, please speak with a member of staff or see the poster on the parent display.



CHILD REGISTRATION INFORMATION

For office use only:	Deposit paid: yes/no
	Settling in date and time:

Childs details:

Name:

Date of birth:

Address:

Days / Hours required:

Please tick or circle

Monday - AM	Monday - PM
Tuesday - AM	Tuesday - PM
Wednesday - AM	Wednesday - PM
Thursday - AM	Thursday - PM
Friday - AM	Friday - PM
Extra sessions required (early/late:	

Has your child previously attended another setting?

Name of setting?

Does your child attend any other setting at the moment?

Name of setting?

If yes, do you give permission for us to work in partnership and contact them regarding your child's learning and development?

Parent/Carer Details (To include all persons with parental responsibility):

Full Name:

Relationship to child:

Parental responsibility: Yes/No

National Insurance number and parent/carers date of birth (needed to apply for funding):

Address:

Phone number:

Email address:

Full name:

Relationship to child:

Parental responsibility: Yes/no

Address:

Phone num

Email address:

Other adults living in the household?

Any siblings? Names?

Name of school or early years setting of siblings:

Emergency contact numbers:

Name:

Phone numbers:

Relationship to child:

Name:

Phone numbers:

Relationship to child:

PASSWORD for collection:

Medical history:

Name and address GP:

Are your child's immunisations up to date? Yes/No

Has your child any known allergies?

Are there any illnesses or disabilities?

Ongoing health concerns?

Food allergies/ dietary requirements:

Do you have any concerns about your child's development or behaviour?

Do you have a dentist?

Other professionals details:

Health visitors, nurse, key workers, social workers, speech and language therapists, etc.

Name:

Profession:

Phone Numbers:

Involved since:

Name:

Profession:

Phone Numbers:

Involved since:

Safeguarding/Child protection:

We may share details with other professionals in order to support your child but we will always discuss this with you first unless it is felt that the child may be in danger by doing so.

EMERGENCY MEDICAL TREATMENT PERMISSIONS

Name of child:

Date of birth:

I/we agree that in the case of an emergency medical treatment and/or medicines including anti-histamine, may be given to my child in my absence.

Signed:

Printed name:

Relationship to child:

I give permission for the following, please tick YES or NO:

	Yes	No
A plaster to be put on grazes or small cuts		
To have sun lotion applied		
To go on short walks off site, accompanied by our early years educators		

PHOTO PERMISSION

In2play will always use consented digital media sensitively, we will never publish the name alongside the child as safeguarding is our number one priority. Please tick the media you are happy for us to use sensitively.

Please tick the relevant box for digital media consent for:

	Photo	Video	Sound/voice
Tapestry - learning journals			
Display boards			
Advertising materials			
In2play website			
In2play Facebook page			
Other In2play social media platforms such as Twitter and Instagram			

Are you happy for your child to be photographed/video'ed with other children for learning journals? Please tick: **Yes** ___ or **No** ___

Are you happy to be included in photos/videos with your child/other children? (e.g. at meet and greet days, events) Please tick: **Yes** ___ or **No** ___

if you have any queries, or need support to fill in the forms, please speak to the manager or a member of the pre-school team. We are happy to help.

GETTING TO KNOW YOUR CHILD

Name they like to be known by?

Family members or important people in your child's life:

Pets:

Any favourite toys/comfort items?

Your child's experience of being away from you?

Your child's experience of playing with other children?

Special words that we need to know?

Home language(s):

Religion:

Cultural/religious or special celebrations:

What do they enjoy doing and what makes them happy?

Favourite characters, books, songs, toys and places to go?

Things your child enjoys doing outside?

Routines?

When does your child sleep/do they nap?

Nappy changing / toileting info?

What is your child good at?

How does your child communicate?

What does your child need help with?

Important (upcoming) events in your child's life

Any fears or worries?