

Beaford Community Primary & Nursery School



Nursery Prospectus





Nursery Prospectus & New Starter Information

Introduction and Ethos

Welcome to Beaford Community Primary and Nursery School! We are delighted to welcome you and your child to our nursery setting. Our rural village school is situated near the market town of Torrington, with beautiful countryside right on our doorstep that deeply enriches our learning environment. We learn together to achieve success for every child, built upon a foundation of high expectations, personal wellbeing and equality of access for all.

As a nursery team, we are committed to providing high-quality early learning in a safe, caring and inclusive environment. We strive to provide the best start in life for our children, creating a stimulating and challenging environment where children can develop their curiosity and engage in learning that is rooted in the natural world around them.



The Key Person Approach

When your child starts at our nursery, they will be assigned a Key Person.

Your child's Key Person ensures that their learning and daily care are tailored to meet their individual needs, helping to build the secure attachments essential for wellbeing and brain development. As this relationship grows, they are better able to 'tune in' to your child's unique needs, moods and enthusiasms. While children form close bonds with their Key Person, they are always encouraged and supported to safely explore, play and interact with all other children and staff across the wider setting.

Nursery Sessions Offered

We proudly accept children into our nursery setting from 2 years old. To accommodate the diverse schedules of our families, we offer three main flexible session options:

Morning Session

8:45am – 12 Noon

Extended Morning Session (Includes Lunchtime)

8:45am – 1:15pm

Full Day Session

8:45am – 3:20pm



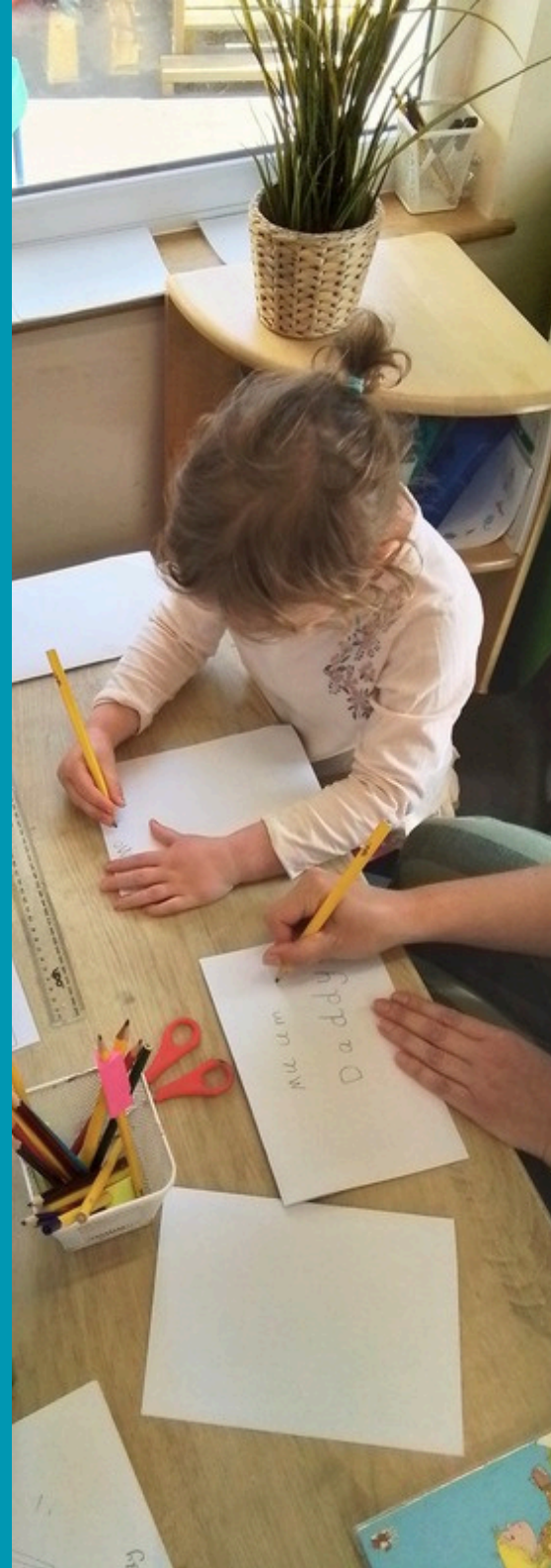


Morning Routine & Age-Group Allocation

To best meet the differing developmental needs of our children during our busy morning periods, we implement a tailored, age-specific approach. Because we have a large intake of both two- and three-year-old children, we separate the two age groups during the morning to create environments closely suited to each stage of growth.

Two-Year-Olds (The School Hall):

Our youngest children spend time in the hall, where they have the vital physical space to move freely and enjoy dedicated climbing equipment. Activities here are carefully planned to support all seven areas of early development in a highly active, age-appropriate environment.



Three-Year-Olds & School Starters (The Foundation Unit):

Our older children remain in the main Foundation Unit to take part in activities tailored to their stage of development. This setting allows staff to focus on quieter circle times—including early phonics and numeracy sessions—helping children develop the listening and attention skills necessary for their eventual transition to Reception.

Rejoining for Shared Experiences:

By 11am both groups return to the Foundation and head outside for outdoor play. We finish every morning session together as a complete group with shared experiences, including singing, playing musical instruments, and enjoying stories, ensuring all children continue to benefit from a connected community.



Early Years Funding & Childcare Payments

We support families by offering various government funding schemes and accepting multiple convenient payment methods:

Working Entitlement Funding

Eligible working parents of children aged 2 and above can claim government-funded childcare hours (15 or 30 hours per week, term-time). To qualify, each parent must earn the equivalent of at least 16 hours per week at the National Minimum or Living Wage and expect to earn an annual income of less than £100,000.

Early Years Pupil Premium (EYPP)

EYPP provides additional funding directly to our setting to enhance educational outcomes for eligible under-5s. Children may attract EYPP if they are accessing early years entitlement funding and their parent/carer receives qualifying benefits (such as Income Support, income-based Jobseeker's Allowance or Universal Credit within specific income thresholds), or if the child has left local authority care through adoption, special guardianship or a child arrangement order.

Tax-Free Childcare Payments

We fully accept Tax-Free Childcare payments. Through this government scheme, for every 80p you pay into your online childcare account, the government adds a 20p top-up, up to a maximum of £2,000 per child per year (£4,000 if the child is disabled), directly lowering your out-of-pocket costs

Settling In and New Starters

Every child settles at their own pace, and clear communication between home and school ensures a happy transition. We ask for your support with our staged induction process:

First Visit

You will join your child in the nursery room for a short session from 9:30am to 11:00am. You will remain in the room, allowing your child to feel completely secure while their key worker introduces themselves, joins in their play, and begins building a warm connection.

Second Visit

You will follow a similar routine, but if your child is feeling happy, confident and settled, you are welcome to step out of the room for approximately 30 minutes. This safely introduces the routine of separation, reassuring them that you will always return.

Full Sessions

Before transitioning to full-day care, we prefer that children complete at least one full morning session to adjust to the wider daily routine. We understand that work or family commitments require flexibility, and we are happy to customise this timeline or arrange additional settling sessions if needed.



What to Bring to Nursery

Please pack a named bag for your child each day containing:

A full set of spare clothes (accidents and messy play happen!).

Weather-appropriate clothing

We play outside every day, so please ensure your child has a secure coat and wellies in the winter, or a sun hat and pre-applied sun cream during warmer months.

Toileting supplies

Nappies, pull-ups, wet wipes and nappy sacks must always be kept stocked in your child's bag. Please chat with us about your child's toileting routine; we are eager to fully support potty training whenever you feel they are ready.

Nap Bedding (For Full-Day Children)

If your child requires a daytime nap, please provide a sheet and blanket in a named bag.



Lunchtime Options

For children staying through our lunch period, you can choose from three convenient options

A hot, nutritious school dinner.

A hot jacket potato served with a variety of toppings.

A healthy packed lunch brought from home.

During the initial settling-in period, we highly recommend choosing whichever lunch option your child is most familiar and comfortable with.



Changing Your Child's Hours

We understand that family schedules and childcare needs can evolve. To accommodate this, we provide parents with the opportunity to adjust their child's nursery hours every half term. A session booking form will be sent out via email prior to the end of each half term, allowing you to complete and request any additional or alternative sessions for the upcoming period. Please note that once these hours have been processed and officially approved at the end of the half term, they will remain fixed and cannot be changed until the following half term begins. This allows us to maintain consistent staffing ratios and continuity of care for all children.



Partnership with Parents & Digital Platforms

Nursery education is very much a partnership between home and school. We implement modern digital systems to streamline communication, keep you involved in your child's learning, and make school management convenient.

Tapestry Online Learning Journal

During your child's time at nursery, we will document their learning using an online Learning Journal. It will include observations and photographs of the activities your child has completed at nursery and provides a clear understanding of your child's learning and development. Parents are highly encouraged to contribute by uploading their own observations, which is invaluable in helping us get to know your child well.

Arbor MIS Platform

For administrative management, we use the Arbor Management Information System (MIS) platform. This unified portal allows parents to easily manage and top up lunch balances, view and pay nursery fees, and manage details and permissions for upcoming school trips and clubs.

What to Wear: "Play-Ready" Clothing

We love seeing the wonderful personalities of our children shine through!

We want to share some guidance on clothing to ensure your child stays safe, comfortable and confident during their day with us.

Why "Play-Ready" Clothing Matters

Safety on Wheels: Our children love spending time outside on the bikes and scooters. Long or layered dresses can unfortunately get caught in wheels and spokes, which poses a significant trip and fall risk.

Encouraging Independence: We are working hard to help the children become independent with their toileting. Elaborate dresses, stiff fabrics and complicated tights can be very difficult for small hands to manage alone, often leading to accidental wetting and frustration for the child.

Freedom to Get Messy: From mud kitchens to finger painting, a "good" day at nursery is often a messy one! We want the children to dive into these activities without worrying about spoiling a beautiful or expensive outfit.

Our Recommendations: To help your child get the most out of their day, we kindly suggest:
Separates: Leggings or joggers with a T-shirt or jumper are ideal.

Elasticated Waists: These are much easier for children to pull up and down independently.

Flat, Enclosed Shoes: Best for climbing and running safely.

Layers: Items that you don't mind getting a little paint or mud on!

Our goal is to ensure every child can run, climb and create without restriction. We appreciate your support in helping us keep our little explorers safe and happy.



Meet Our Team



Sarah Rickman
Early Years
Practitioner
BA Hons
Early Childhood Studies



Rachel Sharpe
Early Years
Practitioner
Foundation Degree
Early Childhood Studies



Kirsty Snow
Early Years
Practitioner
BA Hons
Early Childhood Studies



Deryn Palmer
EYFS Apprentice

Contact Information

The Nursery Team is always available at the beginning and end of sessions to answer questions or address any concerns. Please feel free to reach out to arrange an appointment at any time.

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