

Comeytrove Under Fives Preschool Prospectus

Information we hold about you and your child

We have procedures in place for the recording and sharing of information about you and your child that is compliant with the General Data Protection Regulations (2018) as follows:

The data we collect is

1. Processed fairly, lawfully and in a transparent manner in relation to the data subject [you and your family]
2. Collected for specified, explicit and legitimate purposes and not further processed for other purposes incompatible with those purposes.
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which data is processed.
4. Accurate and, where necessary, kept up to date.
5. Kept in a form that permits identification of data subjects for no longer than is necessary for the purposes for which the personal data is processed.
6. Processed in a way that ensures appropriate security of the personal data including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

When you register your child with us, we will provide you with a privacy notice that gives you further details of how we fulfil our obligations regarding your data.

We are open from Monday to Friday during term times:

8.30 am - 9.00 am (Early Risers)	£2.25
9.00 am - 12.00 pm (Morning Session)	£13.50
12.00 pm - 1.00 pm (Lunch Club)	£4.50
1.00 pm - 4.00 pm (Afternoon Session)	£13.50

Fees are payable in advance.

We accept funding for 2 year olds, universal funding and extended funding.

We accept Child Care Vouchers and are payments through Government's the tax-free childcare scheme.

Comeytrove Under Fives Preschool is based in the main hall at
Comeytrove Community Hall.

The Preschool has been established for over 25 years. We offer a warm and caring environment for children to learn, play and grow.



Telephone Number: 01823 271216

Email: admin@comeytroveunderfives.co.uk

Website: www.comeytroveunderfives.co.uk

Comeytrove Community Hall, Pitts Close, Taunton TA1 4TY

Charity Number: 1019847

Our Setting

We offer sessions to children from their 2nd birthday until they start school and welcome anybody to our preschool community. The hall is divided into the "cubs" area (2-year-olds) and the "bears" area (3 and up) but the children can mix between areas and share snack times and the garden area. Snack time is a social time for children where the children sit and eat together, Our bright, educational displays in the hall and in the garden help to make our setting a welcoming environment and give the children a chance to show off their work.

Benefits we provide include;

- woodland play sessions in the Bishop Henderson Forest School area
- regular visits from James Quirk, a Sports Coach, who specialises in child friendly activities to promote fitness
- singing and dancing in our Music Bugs sessions
- we provide a varied, healthy selection of snacks
- large, wheelchair accessible ground-floor hall.
- we are on a main bus route and have plenty of parking.
- polish speaking member of staff, with all other staff STC trained.

Key Person

The Preschool has a Key Person system. This means that each member of staff has a group of children for whom they are particularly responsible.

Your child's key person will work closely with you to make sure that what the preschool provides is right for your child's needs and interests. When your child first starts preschool, they will take time to get to know you and your child, help them to settle.

They will map your child's development through a secure online learning journal called Tapestry, which you can access from your phone or PC. Tapestry allows us to share photos, observations and comments with you, building up a record of your child's experiences during their time with us.



Children's development and learning

Our curriculum is carefully planned to reflect the Early Years Foundation Stage key themes within the prime areas of;

- communication and language;
- physical development; and
- personal, social and emotional development.

and the specific areas;

- literacy
- mathematics
- understanding the World
- expressive arts and design

We offer a nurturing environment for your child to learn, play and grow. Our staff understand that all children are individuals who enjoy different things and have different needs, so they take this into account when they meet to plan the curriculum. When a child has particular needs, we take extra care to support them with activities that will help them to learn and grow. We hold regular Parent Conferences to review your child's file and share information from home.

If your child has any particular needs, for example health issues, speech and language difficulties or if English isn't your or your child's first language, we will meet with you to work out the best way to support you. We carry out your child's 2-year Progress Check so will also use this to identify any additional requirements you may have.

Working with Families

Parents, carers and families are important members of our setting. We will keep you up to date about your child's progress through regular parent meetings. Please do feel free to drop in if you want to speak to us about anything.

There are also lots of ways that you can get involved. You could join the Committee or come in as a parent helper to share any talents/skills you may have or help with fundraising.

The Preschool team is supported by a Committee of past and present parents who are elected at the Annual General Meeting. They help to make decisions about changes in the setting and help to arrange fundraising events. We love to welcome new members to our committee team and the preschool simply cannot run without them.