

Little Orchard Montessori Nursery

The Old School Room
Sparkwell
Devon
PL7 5DB

Tel: 07974901367

Email: littleorchard123@btinternet.com

Web: www.littleorchardmontessori.co.uk

PROSPECTUS





Little Orchard Montessori Nursery

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Contents

Page 2, Overview of Our Montessori Nursery

Page 5, General Information

Page 6, Nursery Guidelines

Page 7, Admissions Policy

Page 8, Fees and Early Years Entitlement (EYE)



Learning is Fun!

We're different... because every child is different



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Overview of our Montessori Nursery

Making a difference... Every child is different. That's why our nursery is different.

The Little Orchard Montessori Nursery uses the highly acclaimed Montessori Method to ensure we bring out the very best in every child. Our aim is to develop happy, confident children fulfilling their potential.

The nursery is situated in the grounds of the old school site in a detached building with a spacious covered decked area, garden and small orchard. We cater for children from the age of 3 months up to 5 years, Monday to Friday 8.00 to 18.00.

At our nursery we do not tell the children what to do. We provide an interesting and stimulating environment full of activities that suit both their interests and ability. Children are naturally inquisitive, they want to learn and have fun. Should the need arise the children are encouraged to select an appropriate activity by our qualified and experienced staff. An individual learning plan is in place for each child, ensuring we are able to be sensitive to their specific needs, yet still satisfy the OFSTED early learning goals.

OFSTED require staff ratios ranging from 1:3 for under 2's, 1:4 for 2-3's and 1:8 for those over 3. Our aim is to never exceed a 1:6 ratio for the over 3's.

Proprietors:

Tracey Bruce is a fully qualified childcare professional (Foundation Degree in Early Years, Montessori International Diploma) with a wealth of experience and knowledge in a variety of child care settings. Tracey has worked as a nanny in the local area as well as Bristol and London for media professionals. Tracey gave up work to start her own family, and fell in love with the Montessori philosophy when seeking the best for her children. It has been her lifelong ambition to own her own nursery, and is now living her dream.

Caroline Lucas is a fully qualified childcare professional (NNEB Nursery Nurse, Childcare Level 4, Montessori International Diploma, ILM Business Management). During her college education, Caroline became inspired by the Montessori philosophy and its benefits for children. Caroline has worked in the local area as a nanny for professional families and at a Montessori nursery. She is now very proud to be the owner of her own Montessori nursery.

Tracey and Caroline are Montessori trained regularly attending Montessori study days to ensure they remain current on all issues regarding the provision of early year's education as well as gain new insights into the Montessori philosophy.

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Our Aims

Our aim (philosophy) is to provide an environment where it feels like a "home from home" for your child, it is a place where your child can be him/herself. Our environment is one where we all respect each other, adults and children alike. A place where learning is fun, full of interesting things to do, and where your child can take time out to just "be". It is somewhere where your child can grow knowing that he/she belongs and that he/she is special... the Montessori philosophy. Through our carefully planned activities we ensure that we satisfy the early learning goals as required by OFSTED.

Maria Montessori and the Curriculum Areas

Maria Montessori (1870 to 1952) has been and still is one of the most influential pioneers in early childhood education. The Montessori approach to education, and one that is applied in our setting, is an approach that allows the children to develop in a natural way. Our aim is to provide the best possible conditions to promote physical, social, emotional, and intellectual development.

All the activities are displayed at child level and are presented (or explained how to use correctly) to the child. Our environment allows children to choose their own activity, and to complete exercises at their own level in their own time. The Montessori equipment in our setting is used to make learning fun and easy; there is a variety of things to do, which cover almost every aspect of life itself. To us the children's freedom, dignity and independence are of paramount importance.

The over 2's classroom is divided into the six Montessori Curriculum Areas. The first area that your child will be introduced to is called

Practical Life. In this area, your child will be given the opportunity to practice developing his/her skills in looking after him/herself and the surroundings. For example, children can practice pouring, transferring and doing up buttons, buckles, etc. using our dressing frames. Other activities such as sweeping, mopping, washing, folding, and cooking, help to develop co-ordination and dexterity skills.



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Equipment in the Sensorial area helps to refine and hone each of the senses. For example, the sound boxes help to develop listening and music skills, colour boxes help develop observation and perception skills. The Sensorial equipment also indirectly prepares the child for later mathematics and language work, as they help the child to order, grade, classify and describe their sensory impressions.



Maria Montessori before working with children studied Mathematics and through her observations of children she designed the mathematical equipment used in our classroom. Our children gain a physical impression of concepts such as numbers, counting skills, simple sums, measurement, fractions etc.



an interest in reading.

Back in the 1900's Maria Montessori embraced the use of the now popular synthetic phonetics (as promoted in 2005 as a government initiative) demonstrating that she was a true pioneer. Language is enriched within the environment through the use of phonetic games, songs, rhymes, stories, books, and writing through the introduction of the sand paper letters. Language is also present throughout the classroom as most objects are labelled to encourage

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In our classroom we promote cultural awareness through our Cultural area. We encourage children to explore and investigate their environment, using the equipment that Montessori developed for this purpose. Biology, geography, history and simple science activities are included in this area. We increase the children's awareness of cultures other than their own by discussion, food tasting, and creative arts.



We, like Maria Montessori, feel that it is very important that the children are able to express themselves freely in the Creative area. Many materials are available for the children to use to make, draw, cut, glue, model, etc. Light classical music is also played throughout the day to promote musical appreciation. Drama, singing, role-play, and playing musical instruments are encouraged.



The above is just a sample of what is available in our over 3's Montessori classroom. The activities on offer to your child in each curriculum area will vary from term to term, so there is always something new and interesting.

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The Under 2's



Our under 3's area has a happy, home from home, atmosphere where the younger children are cared for as if they are at home. Our staff ratios are 1:3 for under two's and 1:4 for the two year old. Our staff are specially picked for their Nursery Nurse qualifications, experience and specialised interest in under 3's care.

Before your child starts we will invite you in for a chat to discuss your child's daily requirements, including feeding, sleeping and nappy changing routines. It is very important to us that we understand your child's individual needs to ensure continuity in their care.



The under three's area is set up to support all your child needs, providing a quiet area that they can go to when they want to rest, with a dedicated area for the under 2's.

We provide freshly laundered linen for each child and these are changed and washed after every use. We ask that you provide the products below that you and your child are used to using.

- Nappies
- Wet wipes/ Cotton wool
- Lots of changes of clothing
- Comforter
- Milk powder/ Expressed breast milk
- Baby food - We can provide solid food when your baby is ready please discuss this with your key worker



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Meals

Meals are available if required as an optional extra as we know some children will have had an early breakfast or have a later tea with their family. You are welcome to provide meals which don't need reheating for your child or provide sealed jars which we will warm for babies. Our meals are prepared and cooked on the premises by a fully qualified chef, using fresh, local produce (organic when available).



Where appropriate children help with meal time preparation e.g. laying tables, chopping salad, vegetables, fruit, baking bread or puddings. We plan eventually to use fruit, vegetables and salad products which the children have grown as part of their meals giving children a real understanding of where their food comes from and a sense of pride!

- Breakfast will be available at a cost of £1.00 per child.
- A hot two course lunch will be available at a cost of £2.20 per child.
- A high tea will be available at a cost of £1.50 per child.
- Snacks are available during both morning and afternoon session.

(We ask for a voluntary contribution of £0.50 per session this will be added to your monthly invoice)

Our rotating 5 week menu is available online or by request. Please discuss any special dietary requirements your child may have.

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General Information

Proprietor:	Mrs Tracey Bruce & Mrs Caroline Lucas	
Manager:	Miss Laura Birchall	
Address:	Little Orchard Montessori Nursery, The Old School Room, Sparkwell, Plymouth, Devon. PL7 5DB	
Telephone:	01752 837883 07974901367	
Email /Web:	littleorchard123@btinternet.co.uk www.littleorchardmontessori.co.uk	
Age Range:	We accept children between the ages of 3 months and 5 years of age.	
Session Times:	Breakfast Session	08.00 - 09.00
	Morning Session	09:00 -12:00
	Lunch Session	12:00 -13:00
	Afternoon Session	13:00 -16:00
	Teatime Session	16.00 - 18.00
	All Day	08.00 - 18.00

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Nursery Guidelines

- Clothing** Please suitably dress your child in comfortable, practical clothing to allow them to be able to participate in all activities freely with confidence. You will be required to provide the following items (all items must be labelled):
- Wellies
 - Slippers (rubber bottomed)
 - A change of clothes
 - Seasonal outdoor wear (e.g. sun hat, gloves, scarf)
- Please see additional list required for children under 3
- Birthdays** We welcome parents to attend their child's Montessori birthday celebration. Some parents may wish to provide a cake or small treat to share with the other children. Clearly this is a matter of personal choice and is in no way compulsory or expected. Please remember that Little Orchard is a nut free environment.
- Behaviour** We promote positive behaviour at all times, if a child becomes disruptive we will assess the child's needs and where necessary address the route cause or reinforce what is expectable behaviour.
- Time Keeping** Please do your best to remain prompt at all times. If you are going to be late for unavoidable reasons please contact us.
- Lunch** Packed lunches should be healthy and nutritious, and be kept cool using an ice pack. Please note that this is a nut free environment.
- Sickness** If your child becomes ill at nursery a parent or guardian will be contacted. Please do not send your child to nursery if they are unwell.
- Changes** Please inform us of any change in details at the earliest opportunity. In order to understand your child it's helpful to be aware of any change of routine or family circumstances good or bad.
- Wish List** Our wish list contains items that will enable us to provide your child with a stimulating environment, this however does not mean they all cost a huge amount of money i.e. Various boxes, holiday brochures. The current wish list will be displayed on our notice board please take the time to see if you can help provide us with any of the items.

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ADMISSIONS POLICY

Little Orchard is registered by Ofsted for 26 children per session ranging between the ages of 3 months and 5 years, and is able to accept Early Years Entitlement (nursery vouchers).

Procedure:

- By arrangement with the Manager, children may enter the nursery throughout the year as they become of age, subject to availability of spaces and taking into account the required staff / pupil ratio's.
- Priority will be given to siblings of children who already attend and those in the local area.
- Upon registering an interest, parents will be invited to come to look at our setting ideally without their child.
- In order to secure a child's place a registration form must be completed and a non refundable registration fee paid (Not applicable if its EYE only place). The child's nursery place will be confirmed upon receipt.
- Another appointment will then be made for the parent and child to have a visit together. During this second visit the child will be invited to join in our session and spend time with their key worker, whilst the parent reads our Operational Plan, which includes all our policies.
- Eight weeks written notice is required to terminate a place once the child has started.
- Children will be assessed individually to determine their settling in needs in conjunction with the parents/carers.
- We believe, as did Maria Montessori, that all children have specific needs and rejoice in them. Every reasonable effort will be taken so all children are able to access our nursery.

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Fees and Early Years Entitlement (EYE)/2gether Funding

Breakfast Session	£4.20
Morning Session	£12.60
Lunch Session	£4.20
Afternoon Session	£12.60
Teatime Session	£8.40
All Day	£42.00

The term after your child turns 3 years old you will be able to receive the government EYE vouchers towards the cost of your child's education. Every child will be entitled to 15 funded/free hours, which can be used towards any nursery sessions (A minimum of 2.5 hours - A maximum of 10 hours per day, over a minimum of 3 days). To claim the vouchers we are required to see your child's original birth certificate and must be provided with a photocopy to keep.

For all non EYE only children, fees are payable in advanced at the end of each month for 51 weeks of the year. Holidays taken are chargeable at 50% of full fees, as long as 2 months written notice is given.

EYE children are children that access a maximum of 15 hours per week, term time only.

What is 2gether?

Devon is part of a national scheme to offer flexible, free childcare places for two year olds living in households with low-incomes. The scheme is designed to improve your child's learning, and support you to be able to get training or a job. If your family is eligible you can access a free childcare place and a range of other support including learning with your child, parenting support and training courses.

Who can be part of 2gether?

You can be part of the scheme if one parent is receiving one of these benefits:

- Income Support
- Income based job seekers allowance
- Child tax credit at the higher rate
- Pension credit
- Extra working tax credit relating to disability

Please note that additional criteria may be used to assess eligibility.

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And finally...

Thank you for your interest in our nursery and for taking the time to read our prospectus. We are very proud of our nursery and believe we offer the best possible start to a child's educational journey. Every child deserves the right to fulfil their potential, and every child wants to have fun and learn in their own way. Do you want the best for your child?

Please contact us and organise a visit. Our nursery has to be seen to be believed!

Best wishes, Tracey & Caroline



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