Barley Fields
Primary School

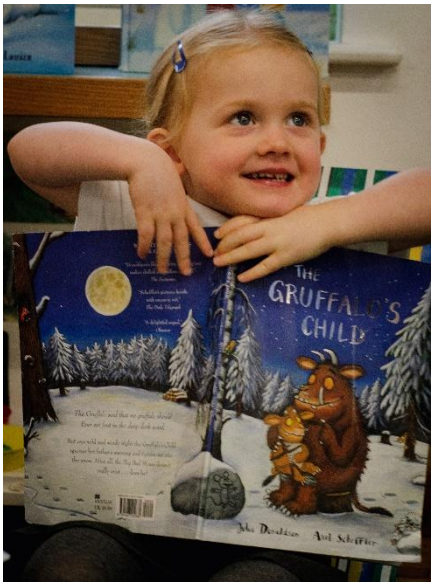
Early Years - Nursery

Application and Admission Arrangements

A guide for parents

Together we make a family!

Thank you for showing an interest in our nursery provision.
This is your child's first step into school life and we hope that together we can make it a happy one.



Nursery is the part of Early Years (EY), a distinct stage of education from the ages of 3 to 5. Within our school it comprises of two sections; Lower EY (Nursery) and Upper EY (Reception). The EY Key Stage follows its own curriculum and places learning and achievement firmly within a context of play and experiential learning.

The EY staff work carefully together to offer children the highest quality experience in a welcoming, safe and secure environment. We strive to make a positive contribution to children's early development and to help them develop skills which will form the basis for lifelong learning. We aim to give all children an enthusiasm for learning and ensure that all children achieve their full potential.

At Barley Fields we place immense value on partnerships with parents and carers. Working together for the benefit of each individual child.

When can my child start nursery?
All 3 and 4 year olds are eligible for 15 hours provision in nursery from the term after their third birthday. In our Nursery we have places for 78 children and operate a selection of 15 hour attendance arrangements. Attendance options are as follows:

- **Option A - Daily morning session 8.40 am – 11.40 am**
- **Option B - Daily afternoon session 12.15 pm – 3.15 pm**
- **Option C - Monday, Tuesday (9.00 am - 3.00 pm) and Wednesday morning (8.40am -11-40am) or Wednesday afternoon (12.15 pm - 3.15 pm), Thursday, Friday (9.00 am - 3.00 pm)**

Please be aware that there are limited places in each option and that whilst we will endeavour to meet your preference, this cannot be guaranteed.

Can my child access 30 hours provision at Barley Fields?
We are able to offer 30 hours provision in partnership with Ryandale Playgroup for those people who are eligible under government arrangements. We recognise the benefits of working together to build a community around your child from the beginning of their school journey. We can offer on-site 30 hours provision for eligible children between the hours of **7.30am and 6.00pm**.

When completing your child's application form, we encourage parents to declare their interest in 30 hours provision. We will then coordinate places with the Ryandale team. Visits can also be arranged to view Ryandale by contacting the setting directly: ryandaleplaygroup@hotmail.co.uk

How do I apply for a nursery place at Barley Fields?
You may complete the nursery 'initial application form' at any time after your child's birth. Their name will then be added to the nursery waiting list. The nursery intake is linked to an academic year which runs from 1st September until 31st August each year. A placement in nursery may be offered in the term after your child's 3rd birthday or, if nursery has no capacity, as soon as a place is available.

Can I look around the nursery?

We warmly welcome visitors to view our Early Years provision. This is an opportunity to look around the setting and meet with the staff and ask any questions you may have. We also encourage our families to access information on our updated school website https://www.barleyfieldsprimaryschool.org.uk/eyfs/

Please contact the school office on 01642 767 051 to make an appointment with the Head Teacher.

How and when will I know if my child has been allocated a place?

When a place becomes available you will be contacted by email with an offer of a place. Nursery admission numbers are usually determined in the Spring Term and the process of placement allocation for September intake initiated.

At this time we will ask parents of their preferred attendance options which we will try to meet. Once the nursery attendance register is finalised, you will be informed by email of the attendance option you have been allocated.

Can I change my option choice at any time?

Due to staffing levels and organisation of the nursery there are predetermined number of places allocated to each attendance option each year. **Changes can only be made if places become available in other options during the academic year**. If you wish to be considered for a change in option please contact the school office to complete a transfer request. These will be held on file and considered if and when places become available.

What happens after my child is allocated a place?

During the Summer Term your child will have an opportunity to attend some stay and play sessions in our nursery after school. We also host a Nursery pre-attendance meeting when you will be given a brief overview of our nursery organisation and its curriculum. You will have an opportunity to look around the school and meet our staff. Following this meeting there will be opportunity to purchase and order school uniform, complete contact information details and ask questions.

Can my child come to nursery for a visit?

Prior to joining us in nursery all children are welcome to visit alongside their parents, but our stay and play sessions are the best option for them to get to know us. These take place in June and July. We also offer an additional Nursery visit at the start of term in September. Visits with your child can be arranged via the main school office.

If my child is attending nursery via Option C/Option D, what happens at lunchtime?

Children attending on full day placements (9.00am-3.00pm) stay for a school meal. Children may choose from a hot school meal or may bring a packed lunch. School meals should be paid for through the Parent Pay system used by school and details are available from the school office. Children attending over the lunch period are supervised by key members of the team during the lunch hour and are fully supported in the dining hall.

What do children in nursery wear?

We have a uniform for our nursery children consisting of a jumper, tank top or cardigan in the school colour (navy blue/red), a white polo shirt and grey skirt/trousers. Sensible, flat black shoes (no trainers) should also be worn, preferably with a Velcro fastening system. Summer uniform consists of a red gingham dress for girls and grey shorts for boys.

School jumpers, cardigans, fleece raincoats and book-bags can be purchased through our uniform suppliers Motiv8 and Michael Segal and Sons. We also run a very popular preloved uniform shop – please ask at the school office for details.

Are there any on-site extended childcare providers?

Yes, at Barley Fields we work in partnership with two local private providers who offer an extended school service.

- **Ryandale** (tel: 01642 308 364) - a playgroup provider which offers wraparound care for children from the age of two years. They work in partnership with our Early Years staff to offer additional childcare facilities during the school day.
- **Mrs B's Children's Club** (tel: 01642 766 366) - a club which offers breakfast club and afterschool club care from 7.30am until 6.00pm.

To access either of these services you will need to contact the proprietors directly on the numbers given. Places are limited and there may be a waiting list.

What if I cannot get a place for my child in the school nursery?

If the school nursery is full, parents may approach nursery settings in other local schools. If you have any problems in securing a place contact the local authority admissions section on 01642 526605 for further advice.

Will my child be given a place in the Reception Class following attendance in Nursery?

No, we cannot guarantee this. Under Stockton Local Authority admission arrangements, the nursery school your child attends does not entitle him or her to a place in that primary school. This is because nursery places are not statutory but primary school is.

All school places are organised centrally by the admissions section of the local authority. School places are allocated following application to the local authority and are allocated according to their admissions policy. For further details please contact the admissions officer on 01642 526605

Barley Fields Primary School
Lamb Lane
Ingleby Barwick
Stockton on Tees
TS17 0QP
Tel: 01642 767051

Head Teacher—Mrs Caroline Taylor

Email: barleyfields@barleyfields.org.uk
Website: http://www.barleyfieldsprimaryschool.org.uk/

Nursery Application Form

Barley Fields Primary School

Please complete this form and return to the school office.
Applications by email to barleyfields@barleyfields.org.uk are also accepted.

Child's Full Name:		
Date of Birth		
Address:		
Contact Telephone Numbers	Mobile:	
	Home:	
Email Address		
Gender	☐ male	☐ female
Parent Names		
Does your child have siblings in our school?	☐ yes	☐ no
If yes, what are their names?		
Does your child have any additional needs?	☐ yes	☐ no
If yes, please supply some details.		
Are you interested in accessing 30 hours provision for your child in partnership with Ryandale?	☐ yes	☐ no

Office Use Only:
Date application received: _____

Entry to Nursery Year _____ Entry to Reception Year _____