



Prospectus

www.caterpillarspreschool.org





Our Address:

St Andrews Church Hall
 Church Lane
 Marks Tey
 Colchester CO6 1LW

Tel: **07981 169883** Email: markstey@caterpillarspreschool.org

Caterpillars are a long established pre-school and has been at the current premises since 2002.

Session times and fees

Caterpillars are open for 38 weeks a year in line with local school term dates.

	Monday	Tuesday	Wednesday	Thursday
Morning Session	9.15am-12.15pm	9.15am-12.15pm	9.15am-12.15pm	9.15am-12.15pm
Lunch	12.15pm – 1.15pm	12.15pm – 1.15pm	12.15pm – 1.15pm	12.15pm – 1.15pm
Afternoon session Includes Lunch Club	12.15pm – 2.45pm	12.15pm – 2.45pm	12.15pm – 2.45pm	12.15pm – 2.45pm

Morning session fees include snack. We provide a selection of fruit and vegetables with cereal, toast, crumpets, breadsticks, rice cakes to name a few and choice of water or milk. Cooking with the children is also a regular activity.

Current fees are:

2- 3 year olds not Funded 3 hour session £15.60	3-4 year olds afternoon session £10.60	Lunch Club £4.24	3-4 year olds non funded 3 hour session £12.72
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Parents can claim **15 hours** a week government funding for their child starting from the term after their 3rd Birthday. Caterpillars have a form which Parents need to complete and sign at the beginning of each term. This covers the whole of that term and additional days cannot be claimed after the funding headcount date.

Please visit www.childcarechoices.gov.uk to find out more about funding for your child’s place and how to register is you are eligible for up to 30 hours funding.

We accept Faircare vouchers, Sodexo, Kiddivouchers and Busybees childcare vouchers. The childcare voucher scheme is offered by some employers as a means of paying for fees directly from

your wages, without having to pay tax or national insurance on the amount. For more details, or to find out if you are eligible, please contact your place of work.

Lunch clubs

Children attending lunch bring their own lunch box. We take children from 2 ½ and offer pay as you go lunches for the times you need an extra hour. You can also claim lunch clubs in the 15 hours of government funding allocated to your child.

Uniform

We do have a selection of uniform items on sale on the main desk.

T-shirts - £5.50

Jumpers - £8.00

Book bags - £3.50

Gym sack bags £4.00

The Team

We have two side rooms which we use for registration rooms the 2 year old children have the Caterpillar Room and the 3 and 4 year olds have the Butterfly Room.

Sarah

Manager

Level 5 Early Years Management

SENCO

Safeguarding Designated Person

First Aider

Food Safety

Teresa

Deputy

Level 3 Childcare

Level 3 Safeguarding

Equal Opportunities

First Aider

Food Safety

Rebecca

Pre-School Practitioner

Degree in Early Years

Level 3 Childcare

Autism Good Beginnings Award Coordinator

Level 2 Safeguarding

First Aider

Helen

Pre-School Practitioner

Level 3 Childcare

Level 3 Safeguarding

First Aider

Food Safety

Stacey

Currently Studying for a Degree in Education

Level 2 Safeguarding

Your Child's time with us

Whilst with us your child's key person will be following your child's progress through the Early Years Foundation Stage Curriculum (EYFS) The Key person plots this progress through small daily observations and taking photographs and put's this all together to make your child's Learning Journey.

The EYFS curriculum consists of seven areas and these are:

Prime Area's

- Personal, Social and Emotional Development
- Communication, Language, Listening and attention
- Physical Development

Specific Area's

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design

Each activity and area set out for the children supports your child in each of these areas.

At the end of each term we invite all parents in to view your child's learning journey each child has an end of term report which we hope parents will make a comment on and sign.

A list is on display in reception for parents to see which key practitioner your child is with. We are happy to discuss concerns or other issues throughout their time at Caterpillars.

Policies

Caterpillars have a set of policies and procedures in place that we encourage Parents to be aware of. These can be found on our website and in our policy folder which is in our reception area.

Caterpillars are committed to the safety and welfare of the children who attend. Staff are well trained in every area of the curriculum and regularly update their knowledge.

We strive to provide an environment and activities that stimulate and inspire children to learn through play and practical experience.

Learning should be Fun!