

# Mayflower Community Academy



## Nursery and Reception Prospectus



## General Information



We welcome you and your child to our school and hope that your child will be very happy here.

Our contact details are:

**Address:**

Mayflower Community Academy and Nursery

41 Ham Drive

Plymouth, PL2 2NJ

**Telephone:** 01752 365730

**Email:** [school.office@mayfloweracademy.co.uk](mailto:school.office@mayfloweracademy.co.uk)

**School Website:** [www.mayfloweracademy.co.uk](http://www.mayfloweracademy.co.uk)

**Twitter:** @Mayflower\_MCA @Nursery\_MCA

**Facebook:** @Mayflower\_MCA

**Instagram:** @madeinmayflower @madeinmayflowerEYFS

**Type of school:** Primary, Age 3 – 11 years

**Head Teacher:** Mr David Sammels

**Multi Academy Trust:** Learning Academies Trust

**Local Education Authority:** Plymouth



# Welcome to Mayflower Community Academy's Nursery and Reception



Mayflower provides a vibrant and stimulating environment where children are supported and educated by highly skilled, dedicated and caring staff. We acknowledge that children learn in different ways and as such we provide a variety of teaching methods to make learning exciting for our children. Extra support is given to pupils who may be experiencing difficulties and enhancing challenges are set to extend more able children.

We aim to develop positive attitudes to learning and children receive praise and encouragement at every opportunity.

We appreciate that starting school is a big step for both you and your child. At Mayflower we aim to make this a happy and positive event, where your child will enjoy a caring, stimulating environment. We value a good relationship with you, the parents and carers, as we believe this plays a fundamental part in the settling-in process and indeed in the rest of your child's time in school. We recognise that when your child comes here he/she has already learnt a lot from you at home. We want to build on what your child knows and can do, continually taking them further on to the next stage of learning.

We strongly believe that your child's education is a partnership between home and school and therefore parents are always welcome to come and see us.





## Parents as Partners

You are your child's first educators and we value the information and opinions that you can share with us. We try to involve you whenever we can. We use a digital floor book to celebrate and share collaborative learning with you at home. We hold regular Stay and Play sessions where we invite you in to join us and immerse yourselves in our project based learning.



## Ongoing Involvement

- Daily opportunities for parents to share concerns and celebrate success.
- All parents are encouraged to share books with their children at home daily.
- Staff are available at the end of the school day and you can feel free to ask any questions.
- Our digital floor book provides snapshots of your child's learning and opportunities for you to share observations from home.
- Regular 'Together We Can' Workshops to support you and your child.
- Parent/Carer Evenings are held termly to share your child's progress and next steps.

## Parents in School

When families support their children with their learning they make better progress, so we are very keen to get you involved in school life wherever possible. We encourage parents to attend project shares, stay and play sessions, parent workshops and parents evening meetings as much as possible. If you are interested in becoming a volunteer in school, please complete a volunteer [application](#).



## Learning in Nursery and Reception

At Mayflower, the Nursery and Reception classes follow the Early Years Foundation Stage framework (EYFS).

This curriculum is based upon four themes and principles.

**Unique Child** - We understand that children are unique individuals who are on their own learning journey. Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.

**Positive Relationships** - Children learn to be strong and independent through positive relationships. Our friendly staff will always make time to discuss your child's development or other aspects of school life with you. Each child will have a Key Worker who will show a special interest in their welfare and development. We take a positive approach to managing behaviour built on mutual respect between staff and children and reinforcing positive behaviour.

**Enabling Environments** - Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents and carers.

**Learning and Development** - Children develop and learn in different ways. The framework covers the education and care of all children in early years' provision, including children with special educational needs and disabilities.



## The Curriculum

There are 3 **prime** areas and 4 **specific** areas of learning in the Early Years Foundation Stage curriculum:

### Prime Areas

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

### Specific Areas

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Find out more information for [Nursery Curriculum](#) and [Reception Curriculum](#) on our website.



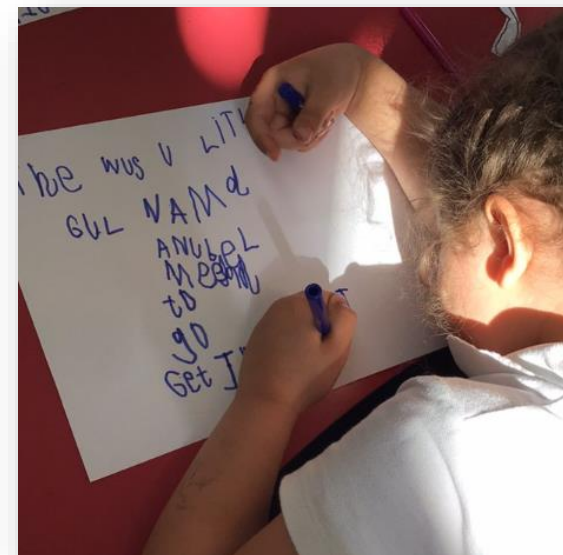
## In the Prime Areas children will learn to:

- Share, take turns and develop respect for each other.
- Make friends and become confident independent learners.
- Behave appropriately when playing with others.
- Listen to others and understand spoken language.
- Learn new words rapidly and use them in conversations.
- Join in conversations with adults and children.
- Develop control of their bodies using both large scale movements such as running and jumping, and small scale movements such as holding pencils and using scissors.



## What will children do during a Nursery or Reception class session?

Your child will take part in a wide range of activities, both indoors and outdoors. Your child will learn through activities he or she has chosen, or from those that are led by an adult. In Early Years, children learn through play based activities that are fun and enjoyable. These activities are supported by caring adults who will work closely with you to ensure your child makes progress. We Development Matters statements in the Foundation Stage.



## In the Specific Areas children will learn to:

- Enjoy sharing books and stories with adults and friends.
- Draw, make marks, write letters and words.
- Write simple sentences that can be read by others (Reception).
- Count accurately groups of objects and recognise numerals.
- Add, subtract and problem solve during practical activities.
- Use everyday language to compare length, weight and capacity.
- Look closely at how things work, why things happen, living things and the natural world.
- Know some similarities' and differences between the past and now.
- Be imaginative, sing songs, dance and create fantastic models, drawings and paintings.



## Reception School Uniform



### **Mayflower Community Academy uniform is:**

Sweatshirt, Cardigan, Tank Tops or Blazer-Style Jacket

White Polo Shirt

Black Trousers or Skirt

**Uniform is available to order direct from our supplier**

**Footprint Uniforms**

<https://footprintschoolwear.co.uk/collections/mayflower>

Tel: 01752 791889

Order forms are also available from school reception.



Shoes must be black.

Shoes, trainers or pumps are suitable. We recommend that children wear black velcro shoes that are easy for them to independently manage. Children should not wear footwear with laces if they are unable to tie them independently.

All shoes must be fully enclosed at all times. Children should not wear sandals of any kind due to unprotected open toes.



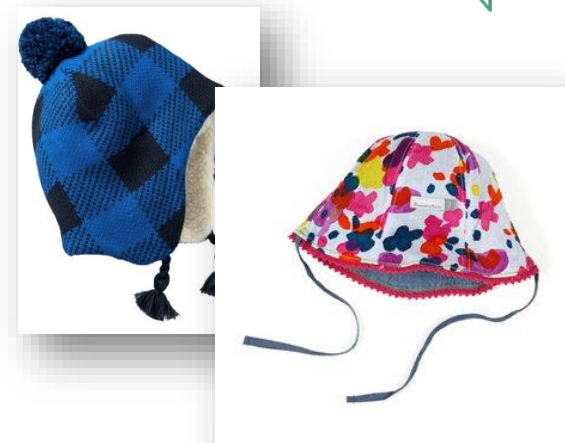
## Things to bring to school



Labelled Wellies and Waterproof clothes: we play outside in all weathers.



Labelled Spare clothes, socks and underwear: just in case your child has an accident. This can be kept safe in a rucksack on their peg.



A winter and summer hat to keep your head safe.



Please bring your book bag in every day.



Please bring a labelled water bottle with you every day.

These are some of the things you can do at school





## How you can help your child

- Encourage and praise them because they need to feel successful
- Praise learning that comes home and help them with their home learning where necessary
- Come into school whenever you can - such as stay and play sessions and parent/carer workshops. Children really love to see you in school!
- Always encourage your child to take pride in their work
- Take time to share a book with them - take them to the library regularly. Talk about what they are reading at school.
- Encourage good manners and respect at all times to everyone in and out of school
- Help your child to become independent with:
  - Taking their school jumper off
  - Putting their school jumper on
  - Fastening their coat zip
  - Removing their coat and hanging it on a coat hanger
  - Taking shoes off
  - Putting shoes on

## How you can help your school

- Ensure that all contact information is up to date
- Make sure that we are aware of any medical issues
- Let us know immediately if your child is absent
- Let us know if you have a change in home circumstances - this information will be kept confidential
- Make sure your child is in school on time every day
- Send your child into school in the correct school uniform
- Ensure that reading books are returned to school daily
- Ensure home learning is returned to school weekly
- Make sure that your child's belongings are named clearly e.g. jumper, coat, packed lunch box
- Check your child's hair regularly for head lice
- **If there is a change in the person collecting your child, please let us know!**



# Session Times

## Nursery

Morning Session: 8.40am – 11.40pm (gates open 11.30-11.45 for daily feedback)

Afternoon Session: 12.15pm – 3.15pm (gates open 3.15-3.30 for daily feedback)

## Reception

8.40am – 3.15pm\*

\*We have a transitional settling in period at the beginning of term.

## Breakfast Club

Available daily. Early Bird Breakfast Club 7.30-8.30 (£5.00), Standard Breakfast Club (£1.00). Please book and pay via Arbor. Cancellations must be made the day before. To cancel please call the school office.

## After School Club

Available daily. 3:15-4:30 (£6) or 3:15-6.00 (£7.50). Please book and pay via Arbor. Cancellations must be made before 11am on the day of the sessions. To cancel please call the school office.

## Snack

We are a healthy school and wherever possible we promote a healthy choice at snack time. Children are free to independently access water, milk and a healthy snack at any point in the day.

## Lunch

We eat as a family in the Mayflower Restaurant. Cater Ed provide our high quality, great tasting and appetising school meals, where over 86% of the menu is made from scratch on site every day. We have seasonal menu's offering the children a choice of either meat, vegetarian or a jacket potato option. Experience tells us that some families prefer to bring a packed lunch, if anyone would like to discuss the school menu choices Cater Ed staff are available to meet and discuss your preferred meal time choice. Please view

<https://www.plymouth.gov.uk/schoolseducationchildcareskillsandemployability/catered> to see the current menu. Please contact school office for more information.





## Clothing and Footwear

Although we provide aprons, we cannot guarantee that glue, paint or sensory materials will not splash on clothing or shoes.

The Early Years Foundation Stage requires children to have constant access to outdoor provision and learning in all weather conditions. We therefore request that children bring a waterproof jacket each day and leave a pair of wellies in school.

During the winter months children will need a warm waterproof jacket, a hat and gloves.

During the summer months children will need a sun hat and parents should ensure that all clothing protects their child's shoulders and upper arms. Protective sunscreen should be applied before arrival to school.

We have some spare clothes in school in the event of an 'accident.' If your child does bring home spare clothing, please wash and return as soon as possible.

**We are always grateful for donations of clothing, underwear, wellingtons etc, that have been outgrown.**





## Jewellery

Children are not permitted to wear jewellery of any kind (apart from small stud earrings). Earrings must be removed independently or covered for Physical Education sessions.

## Nappy Changing/ Intimate Care

Some children in the setting depending on age, stage and development will need support to toilet train. The adults will support the child and work closely with Parents. Please refer to our Intimate Care Policy for more information.

## Health

If your child has been ill with a stomach related illness we advise that 48 hours is given after the last case of sickness or diarrhoea before attending the setting. If a child is taken ill at school, parents are notified so that they can be collected from school. Please make sure that you have completed and signed the Contact Numbers Form. This form also gives permission for us to seek medical advice/treatment in the case of an emergency. Please keep your contact numbers and emergency mobile phone numbers up to date. You can do this by contacting us on [school.office@mayfloweracademy.co.uk](mailto:school.office@mayfloweracademy.co.uk)

## Asthma

If your child has asthma and needs an inhaler, please obtain a health care plan from your GP and fill in a medical administration form available from the school office. The inhaler will remain in school at all times so please ensure it is clearly labelled with your child's name.

## Medication

If your child requires medication you must complete the relevant form which is available from the school office. Please speak with a member of the admin team and they will advise accordingly.



## Collecting your child

It is vital that you inform us if someone different is collecting your child. The safety of your child is our priority, and they will remain in school until we can contact you should we have any doubts.

## Complaints Procedure

In the event of any complaints please contact the Phase Leader in the first instance and then the Head Teacher. If the complaint is about the Head Teacher then the Chair of Governors should be contacted. Full details of the complaints procedure and the roles of all concerned are available on the website or from the school office.

## Safeguarding

The designated safeguarding lead is David Sammels.

The deputy safeguarding leads are Helen Jennings, Penny Peters and Sarah Sandey.

Our family support adviser and safeguarding officers are Aidan French and Nicola Miller.

Parents should be aware that the school will take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be subject to ill treatment, neglect or other forms of abuse, staff have no alternative but to follow [Plymouth's Child Protection Manual procedures](#) and inform Social Services of their concerns.

**If you have any problems accessing the information in this handbook or would like a copy in enlarged print, please feel free to ask any member of staff or contact the school office.**

Please complete these pages with your child and return them with your other documents in the envelope provided. This gives us lots of important information about your child before they start school.



My name is...

(Can you write your name?)

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I can... (Please tick)

- Recognise my own name?
- Count to 10?
- Put my shoes on by myself?
- Play nicely with others?
- Put my coat on by myself?

I like...

(List things your child likes about Nursery)

I worry about...

(List any worries your child has about starting school)



## My family...

(Can you draw and write about your family?)

Any other information that you would like the school to know...

-Thank you, from the EYFS Team!