



Happitots and Tinnytots

Prospectus and Statement of Purpose

*'An inclusive, nurturing community, inspiring
and celebrating bright futures for all.'*

Discover, Respect, Persevere, Be Kind

(Operational Plan) Updated May 2023



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Provider details and address for service

Provider details:

Happitots & Tinytots
Welshpool Church in Wales Primary School
Salop Road
Welshpool
Powys.
SY21 7FA
Telephone: 01938 538660
Website: <https://welshpoolprimary.weebly.com>

This prospectus/statement of purpose and all other documents and policies are available on the Happitots page of the school website.

Happitots is registered by Care Inspectorate Wales (CIW) Government Buildings, Picton Terrace, Carmarthen, SA31 3BT Telephone: 0300 7900 126

HEADTEACHER Welshpool Church in Wales Primary School: Mrs. Lorna Tuffin Tel: 01938 538660

RESPONSIBLE INDIVIDUAL (RI) for Happitots & Tinytots: Wendi Terry
Tel: 01938 538660

1. Foreword

This brochure is intended to introduce you and your child to Happitots, a setting for three and four-year-olds who may attend through their entitlement to pre-school educational provision as well as Tinytots, a setting for two-year-olds who have been identified through the Flying Start initiative.

Happitots and Tinytots shares the premises of the Welshpool Church in Wales Primary School. Surrounding the site are extensive playing fields with a separate play area for Happitots and Tinytots.

RESPONSIBLE INDIVIDUAL: Wendi Terry, Tel: 01938 538660

SETTING LEADERS and PERSONS IN CHARGE:

- Anna Wygold for Happitots, 3–4-year-olds
- Louise Simister for Tinytots, Flying Start
Tel: 01938 538660

Happitots Setting Staff

3–4-year-olds:

Margo Roberts

Helen Lewis

Jade Winter

NB: Staff may move between settings.

Tinytots (Flying Start) Setting Staff

2-year-olds:

Margo Roberts

Sabrina Pinchera

Paige Dixon (Apprentice)

Happitots and Tinytots are included in Welshpool Church in Wales Primary School's governance and as such are overseen by the School's Governing Body. The Chair of Governors for Welshpool Church in Wales Primary School is Galahad Longshadow.

2. Aims and Objectives

- 1 We aim to provide the best service with a safe, secure and happy environment for children of pre-school age through continuously improving our operations.
- 2 We constantly review the relevance and effectiveness of our services to ensure they meet identified needs by having a continuous dialogue with our stakeholders.
- 3 We shall maintain our high level of provision enabling the children to learn, play and achieve whilst having fun.
- 4 We are committed to realising the full potential of our staff through development and training.
- 5 Happitots is available for five mornings or afternoons each week and Tinytots provision is available five mornings a week. Each session runs for two and a half hours.
- 6 The main language used in the settings is English.
- 7 A written procedure is available for making complaints.

Young children learn most effectively when they are actively involved in first hand experiences. Educational provision for young children is centred on the child. It is about adults understanding, inspiring and challenging the child's disposition to learn, with adult involvement in children's play being of vital importance.

Good early years educators are there to support children to learn through their play, to offer choices, to challenge children with care and sensitivity, to encourage them, and to move their learning forward.

Additionally, all our early years staff are aware of their important role as the carers for the children whilst in the setting and comply with all regulations as set out in the National Minimum Standards requirements for Childcare (2016) and those set out in The Child Minding and Day Care (Wales) Regulations 2012.

Happitots and Tinytots is registered under the provisions of Part 2 of the Children and Families (Wales) Measure 2010 to provide sessional day care for no more than 44 children aged between 2 years and 5 years.



3. Admission Information

Happitots and Tinytots is open to all children, however, if the admission number determined by the Care Inspectorate for Wales is reached the Admissions policy will be strictly adhered to. (This policy is available on the website.)

Happitots and Tinytots is accessible to all children regardless of gender, disability, culture, religion in accordance with our Equal Opportunities Policy (available on the website). In order to accomplish this, the group will:

- Ensure the existence of the group is widely known in all local communities. Notices advertising the group will be displayed in places where all sections of the community can see them.
- Describe the group and its practices in terms which make it clear all are welcome.
- Arrange informal visits to the group for parents/carers and children, prior to the offer of a place and give parents/carers the opportunity to discuss the admission of their child with the appropriate person.
- Be flexible about attendance patterns within Happitots and Tinytots to accommodate the needs of the individual children and families to ensure a child can access their entitlement.
- Monitor the gender and ethnic background of children joining the group to ensure no accidental discrimination is taking place.

4. Session Details

Happitots – Three-year-old provision:

Twelve and a half hours of free provision for three and four-year-old children is funded by Powys County Council. Places are available for children beginning the term following their third birthday. Children start full-time education in the September following their fifth birthday. This provision runs from 9.00am to 11.30am or 12.30pm to 3.00pm.

Tinytots – Provision for two-year-olds as part of the Flying Start scheme:

Tinytots also provides twelve and a half hours of provision for two-year olds who have been identified through the Flying Start Scheme. These sessions run from 9.00-11.30am.

The pre-school provision is an integral part of Welshpool Church in Wales Primary School and as such is included in the whole school monitoring and evaluation of provision, which aims to meet the exacting standards of Estyn and the Welsh Government. The school is inspected under this system and the latest Inspection Report is available from the school office or the Estyn website.

The Pre-School provision is also registered with the Care Inspectorate Wales (CIW). They inspect regularly to ensure rigorous standards of care are

maintained and annually they require a review to be undertaken by the setting with a report given to all stakeholders.

In line with the Additional Learning Needs Code for Wales 2021, Additional Learning Needs and the inclusion agenda are an integral part of the philosophy of Welshpool Church in Wales Primary School which extends to the playgroup; it being involved with the Special Needs Referral Scheme.

The Head teacher has overall responsibility for all areas of the school and can be contacted on 01938 538660.

The pre-school settings, along with the rest of Welshpool Church in Wales Primary School, adheres strictly to the Equal Opportunities Policy of the School.

5. A Healthy Setting

We are a healthy setting, and therefore encourage all our children to develop healthy lifestyles. All children are offered a drink and snack during their session, which includes either milk or water and a variety of healthy snack options. Happitots and Tinytots policy on food and drink are available on the website. As part of the daily programme, we encourage physical activity to develop a positive attitude towards exercise. Happitots has been accredited the Healthy Pre-School Award in July 2018.

Happitots and Tinytots, as part of Welshpool Church in Wales Primary School, learn about the school's Christian values, which were chosen by the school community. These values include those of respect, perseverance, discover, kindness, friendship, honesty and truth.

Welshpool Church in Wales Primary School also prides itself on being a Rights Respecting school where the children are encouraged to develop an awareness of the Rights of the Child. These experiences extend down into Happitots and Tinytots through role modelling the example of The Super Ambassadors from the Juniors.



6. Our Facilities and An Environmentally Friendly Setting

Each session takes place in purpose built rooms with Happitots and Tinytots having their own separate rooms, outdoor areas and facilities. Within each setting room are dedicated toilets for that setting. Each room has its own kitchen area in order to prepare healthy snacks. Disabled toilets are available for all learners, visitors and staff. All nappy changing and intimate care protocols are followed in line with All Wales Infection Prevention and Control (2019). Both settings have their own separate and secure garden areas for the children to access at all times. There are no pets within the settings.

We encourage children to take care of their environment and all resources. We recycle paper, card, plastic and food waste. The children in Happitots and Tinytots take it in turns daily to recycle these materials with a setting staff member.



7. Your Child's Pre-school Experience

This is your child's first official contact with the setting, and we aim to make it a most worthwhile, enjoyable one.

The two and a half hour sessions are child-led, free flow sessions, where children can choose to play indoors or outdoors for the entire session. Provocations and invitations to play are provided based on the children's observed interests. We are following the new Curriculum for Funded Non-Maintained Nursery Settings and the five developmental pathways outlined in this:

- Belonging
- Communication

- Exploration
- Physical Development
- Well-being

Activities and experiences may include:

- stories
- focused physical activities
- music, singing, and rhymes
- specific craft activities
- gardening and outdoor investigations
- playing structured games that require adult support
- building with construction toys
- home corner play
- explorative art & craft activities
- water play and sand play
- outdoor activities



8. General Session Routines

Self-registration	Children are welcomed into the setting. They hang their belongings on their named pegs, wash their hands and find their photo to put it onto the self-registration board.
Child led play	The continuous provision in the environment is inviting for all children to explore and be curious. Children have choice of where to play. The door to the garden is open throughout the session allowing children to have freedom and choice. Provocations and invitations to play are set up and provided based on observed children's interests. The children have many opportunities to encourage development in all areas in an environment that is rich and inviting. Staff observe children, engage in play and scaffold learning when possible.
Snack time	The children go to the toilet and wash their hands, doing as much as they can for themselves. They sit together for their snack. It is a social time, and all staff join them. Good manners and Welsh phrases are encouraged, i.e. "Diolch" and Makaton signing to say "thank you". The children butter their own toast if we have it that day and pour their own drinks from a small jug, taking turns in passing the jug to each other. Nothing is rushed - it is the children's time to relax and enjoy sharing a snack together. Snack time develops their social and self-help skills, communication skills and relationships with each other and the staff.
Circle time	Children and staff gather at the end of the session in the cosy corner. Children sing 'Bore da' and 'Who is here today?' songs. The children take turns to find their own photo to place in an emotion basket and answer if they are feeling 'hapus' or 'trist'. Children choose whether to have stories, songs or music sessions during this time. We end our session with a short prayer and a 'Hwyl Fawr' song before going home.

Some of the younger children may find this very tiring; the setting will provide a quiet place for children to rest if this is required.

9. Making Friends

The most important aspect of early education is being outside of the home environment, building relationships with other adults and children and fitting happily into the nursery group.

All the work undertaken with pre-school children is planned to assist the child to develop social and emotional competence. Children develop social competences at very different rates. Coping with a larger group of people is quite a challenge for young children.

If you have any concerns or worries about your child, please come and discuss them with us.

10. Your Child's Development

At two and three years old, your child's world is expanding and becoming part of Happitots and Tinytots is part of that process.

The setting is very aware that this may be the first time that a child has left their parent or carer and their social, emotional, physical and intellectual needs are paramount. All activities within the group are planned to foster these needs to secure a happy, friendly, caring, supportive environment in which all children can flourish and grow.

Play is important for children; it offers them a safe environment in which the child can explore the world, satisfy curiosity and wonder and search for knowledge.

For the child, play is a very serious business needing concentrated attention. It requires perseverance, attention to details and is fundamental to intellectual development. Play is crucial to the way children become self-aware and provides the vehicle to learn the rules of social behaviour.



11. Indoor play

In the settings, play centres around different areas including the sand, water, home area, model making and construction, investigation, mark making and recording, puppets and dressing up.

In their play, children can explore on their own and can co-operate with others to develop their ideas and imagination and to question and seek answers. At other times, the adult will observe and scaffold the play activities to develop children's thinking and further their knowledge and understanding.



12. Outdoor Play

Outdoor play is an important part of our session. All pre-school children from two years old can develop physically by running and jumping in a larger space than a classroom. Both settings offer free flow, where the door to the garden remains open and children can choose to play indoors or outdoors throughout the session. They have bicycles, scooters and other outdoor toys along with bats, balls and hoops.

The children also have opportunities to explore creativity outdoors, using a variety of different media and materials. Where possible, numeracy and literacy are always included in outdoor experiences. Happitots and Tinytots also attend Forest School sessions during their time at the setting.

We ask parents to assist us by providing children with a spare set of clothing. For outdoor activities, we wear wellingtons and waterproof suits, both of which are provided by the settings, although we always welcome any additional protective clothing and wellingtons.



13. The Importance of Language Development

Language acquisition is a vital part of your child's education. It is the key to success in the educational system and all activities at the early stages of education assist in the development of language skills.

At the pre-school stage the children are developing an ever-wider vocabulary and every opportunity is seized upon, and planning geared towards, enriching and extending language development.

Language development includes both verbal and non-verbal communication. Children gain a huge amount of complex language during their early years. It involves learning to use communication and understanding the communication of others. There are strong links to intellectual development; children need to develop language in order to think.

Communication has many different parts – listening, reading, writing, drawing, gestures, facial expressions, using language and using sign language. It also includes art, music, singing and dance as these are all ways of communicating. All activities that the early years staff plan are aimed at developing these skills. All activities are suitable for the child's age, needs and abilities so that confidence and an enjoyment of learning are promoted.

It is not unusual for children of two and three to have difficulty in saying some combinations of sounds. These articulation problems can cause concern for

parents but in fact are nothing to worry about at this stage. Happitots and Tinytots use a Wellcomm screening to assess the children's speech and language skills and use 'Let's Talk' sessions to help promote and encourage language development. The Speech and Language Therapy team deliver Makaton groups in the Tinytots setting.

If there are any concerns, the child can be referred to the Speech & Language Therapy department of the Powys Health Care Trust for specialist advice, with permission from parents.

14. Welsh Language

We encourage all children at Happitots and Tinytots to celebrate their Welsh heritage and life in Wales. We introduce Welsh customs and celebrations, and we tell Welsh stories.

In addition, we introduce elements of the Welsh Language through our daily sessions. Children become familiar with simple Welsh words, phrases and instructions and respond well to them. Welsh colours and numbers are introduced daily through play. We also have many Welsh stories and Welsh songs that we sing together.

15. Foundation Learning

Three and Four-Year-Old Education

The child-centred educational experiences continue and develop on from the two-year-old Flying Start provision into three and four-year-old part time education. First-hand experiences are delivered through a play-based approach and are structured into areas of learning which deliver the requirements of the new Curriculum for Funded Non-Maintained Nursery Settings and are aligned to the Welsh Government's Curriculum for Wales.

These curricula cover the five developmental pathways that are fundamental to the learning and development of all young children: Belonging, Communication, Exploration, Physical Development and Well-being, as well as the Four Purposes, designed to support children to develop as ambitious, capable learners, enterprising, creative contributors, ethical informed citizens and healthy, confident individuals. The curriculum recognises and celebrates the individuality of each child, and we recognise that every child in our settings is unique.

Children are at the heart of this curriculum and during this early period of learning, play should be unhurried, uninterrupted, allowing space and freedom to consolidate their play and learning. Planning in the moment allows staff to extend and scaffold children's learning while still allowing opportunities to return, revisit and refine their emerging knowledge and skills.

The Happitots and Tinytots setting teams aim to enhance the education and well-being of children by providing a stimulating, safe and happy environment in which each child feels confident and secure enabling them to reach their full

potential to thrive and learn. Their role is to ensure that a broad, balanced and relevant curriculum for the children is provided with opportunities for learning that support all aspects of their development.

Belonging: This pathway is about emotional well-being, knowing who you are, fitting in and feeling good about yourself. It is also feeling valued as a member of the setting and building strong, secure relationships. It helps children communicate with others and nurture a positive attitude to learning. Children are also encouraged to become independent and understand and follow some rules and boundaries.

Communication: This pathway is to encourage children to extend their vocabulary and fluency by talking and listening, through songs, rhymes and stories. Children are encouraged to express themselves either verbally or non-verbally using body language. Communication is vital to the foundation of relationships and essential for play, learning and social interaction.

Exploration: This pathway is to encourage children's natural curiosity about the world around them. By exploring their environment, children find delight, awe and wonder in everyday occurrences. When supported and enabled, children can focus attention for longer periods of time on things that interest them. As exploration develops, they practise skills and test emerging theories, both alone, and with others.

Physical Development: This pathway aims to improve skills of coordination, control, manipulation and movement. It helps children gain confidence in what they do and enables them to feel the positive benefits of being healthy and active. Movement is linked to cognition and learning and engaging in physical activities can enhance children's sense of belonging and well-being.

Well-being: This pathway aims to make children feel secure, safe and connected to develop a strong sense of well-being. Children with secure attachments, can feel confident in themselves and are able to make choices, develop independence and participate positively in everyday activities. By creating emotionally safe environments, children are supported to begin to recognise and manage their feeling and behaviour in positive ways.



16. Parents and Carers at Happitots and Tinytots

Parents and families have been a child's educator from birth. During this time, amazing developments have taken place. We wish to work closely with parents and families to ensure that this progress continues when the child attends pre-school. We welcome parents and carers into our settings, and we are happy for them to stay if they wish during our sessions, until your child is settled.

We ask parents and carers to share with us all appropriate information about their child so that we are aware of their likes and dislikes, their personalities and how we can support them. We see parents and carers frequently and we encourage them to share some aspects of home life so that we can build on the familiar thus making the children feel secure.

We will discuss with parents and carers the things their children are doing in the setting so that we can work together, and parents can discuss more easily with their child events that have occurred in the setting.

From time to time, we offer information sessions for parents and carers. Occasionally, outside bodies hold specific activities for parents and carers, such as Action for Children who lead Incredible Years Parenting classes and Baby Massage classes in the setting.

We provide parents and carers with a half termly newsletter, in which we provide information and news about setting life. Parents and carers also have access to Welshpool Church in Wales Primary School weekly newsletter which includes key dates and wider community news also. We welcome parents' and carers' comments and ideas and suggestions; there is a comment and suggestion box available.

Parents and carers are invited to attend our Parent and Toddler sessions that run from the Tinytots setting, two afternoons per week. This is run by a member of the Tinytots team and plays a vital role in aiding successful transitions into the settings and builds positive relationships with children and their families.

We encourage all parents and carers to join the Friends of Welshpool Primary School. This group holds about 6 meetings per year where all are welcome to attend and help organise events to raise additional funds for the setting and the school while also creating opportunities for parents, carers, children and the whole school and wider community to socialise. We extend a particular welcome to all our meetings and events to the parents and carers of our pre-school children. Parental Involvement guidance is available on the website.

17. Community Involvement at Happitots and Tinytots

Visitors from the local community visit Happitots and Tinytots throughout the year in order to extend and enrich the learning of all the children in the setting. These visitors also allow the children to have valuable experiences that develop their understanding of the world of work and broaden their familiarity with the wider community. Visits out into the community are also carefully planned to support learning.



18. Children's Additional Needs

Many children have additional needs at some time during their childhood. At Happitots and Tinytots we welcome those with an additional need already identified and our building meets the requirements of the 'Disability Discrimination Act'.

The setting will support parents and carers in accessing any services that are available to support their child whatever their need. Our Additional Learning Needs Policy is available on the website.

19. Registration & Collection and Legal Requirements

All parents must sign the Parent/Carer/Setting contract prior to admission to Happitots and Tinytots. We also ask parents to give permission for any necessary emergency medical advice and treatment needed during the period the child is in the setting.

When children arrive at the setting, it is essential that children are registered in the appropriate way. Children will be handed over to their parent/carer at the end of the session. If anyone else is collecting your child, we need to have all the information and authorisation to allow this to happen. A child will not be allowed to leave the premises with a different adult unless this has been authorised by the parent/carer. This complies with our policy on Uncollected Children. This policy is available on the website.

If a parent/carer is unexpectedly delayed, and will be late picking up their child, please ring and inform the setting on 01938 538660.

20. Health and Safety

As the setting is in a school environment, all health and safety requirements must be met. All staff have attended Child Protection and First Aid Training. All staff have up-to-date DBS checks in place. A copy of our policy on Health and Safety and all risk assessments can be viewed on the website.

Parents and carers will be asked to supply medical details for their child on entry to both settings, this will include providing two emergency contacts. In extreme emergencies, 999 emergency services will be called. In the case of any other emergency medical issues, children will be taken directly to Welshpool Hospital. Parents/carers will be informed immediately. In the case of minor injuries, an accident form is completed and parents and carers will be contacted either at the end of a session or, in the case of a head injury, as soon as possible.

21. Complaints

From time to time a parent may have a concern that could be deemed a complaint. This should be first discussed with the Setting Leader and if there is no satisfactory outcome, then with the Responsible Individual. The Complaints policy is available at the setting and on the website.

22. Policies

To operate successfully Happitots and Tinytots has all appropriate policies and procedures in place. All policies are available for parents and carers to read at the setting and copies will be provided on request. Copies of all policies are available to download on the website.

23. Evaluation and Monitoring

The quality of care in the setting is reviewed and monitored on an ongoing basis with an annual evaluation on the quality of care undertaken formally. Parents and carers are asked to feed into the annual process in a formal way via a questionnaire and informally on a regular basis.

24. Continuing Education at School

The Settings teams welcome your child to our pre-school education. We feel very privileged that we have been approved as a provider for pre-school education and have met the rigorous standards of the Care Inspectorate in Wales and the Inspectorate for Wales, Estyn.

A pre-school place will help children have a smooth transition into school. It would be helpful if you discuss your child's full-time education with the Headteacher of Welshpool Church in Wales Primary School so that the Powys Admissions policy can be explained.

"If you can light the spark of curiosity in a child, they will learn without further assistance. Children are natural learners." Sir Ken Robinson

Signed: Wendi Terry (Responsible Individual)

Date: November 2023

Review date: November 2024

NB: This Prospectus and Statement of Purpose is reviewed on a yearly basis but if any changes are made to the service, this will be updated sooner and CIW will be informed.

