



Shiplake C.E. Primary School
Memorial Avenue
Shiplake , Oxon
RG9 4DN
0118 940 2024
office.3810@shiplake.oxon.sch.uk

Welcome to Little Squirrels @ Shiplake Primary

Our nursery is a bright and happy nursery situated within Shiplake Primary School in the middle of the Oxfordshire countryside. We welcome children aged 2-4 and offer age-appropriate focused activities to help children reach their learning goals. We have our own nursery space and garden but also use the fields to walk and explore nature, we bug hunt, build dens, search for the Gruffalo, and climb the trees. We have a very dedicated and fun team made up of a Manager, Deputy Manager and Nursery Assistants/Teaching Assistants who are first aid trained, hold current DBS checks, and meet EYFS regulations and child to adult ratios. We are overseen and managed by the Headteacher and Governors of Shiplake CE Primary School.

We work to the following ratios of:

Children aged 0-2, our ratio is 1:4

Children aged 3 and over, our ratio is 1:8

At least one member of staff holds a full and relevant level 3 childcare qualification and at least half of all other staff hold a full and relevant level 2 childcare qualification.

Our beautiful nursery is warm and inviting to little visitors but if you think your child will take some time to adjust, don't worry, we have different ways of addressing this. When numbers are high, we operate a staggered intake, with no more than two new starters in any one session. We find this very effective in reducing stress levels in the setting and ensuring a calm environment for new and existing children. We offer and recommend 2 settle sessions before your child starts, we will discuss these with you prior to the settles and what you think will be best for your child.

We believe children settle best when they have a key person to relate to so we allocate each child with a key worker before they start. Their role is to ensure that your child's care is tailored to their needs. They will be responsible for observing and assessing your child, forming a strong bond with them through playing and talking to them.



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Our Sessions and fees

Our nursery is open Monday -Thursday 8.45-3.15, and Friday Mornings 8.45-1pm.

A full day is made up of 2 sessions, a morning session is 8.45-12pm and an afternoon session is 12-3.15pm. For children only staying for the morning, we offer a lunch club session from 12-1pm.

All our sessions are open to children who are entitled to 2 year old funding, 15 hour 3 year old universal funding and extended 30 hour funding. We can also assist in the application of Pupil Premium and SEN additional funding.

Fees for non-funded hours are £21.85 per 3 1/4-hour pre-booked session. All additional fees including voluntary contributions and drop in sessions are listed in our [Admissions and Attendance Policy](#). You will be invoiced at the beginning of each full term for the committed sessions, any changes to your sessions need to be made with half a terms notice.

Please find attached our Admissions and Attendance Policy, a funding form and some additional information forms required before your child starts with us.

Regards,

Holly Ackroyd
Nursery Manager