



Dear Parents and Carers,

Thank you for showing an interest in St Mary's RC Nursery. We hope that you find the information in this prospectus a useful introduction to our provision.

St Mary's offers a friendly primary school community for your child to live, learn and grow in God's love in the heart of a Yorkshire Dales market town. Here at St Mary's we provide an inclusive education for all, regardless of ability, gender, race, or religion. We offer a positive learning environment and believe that our school will make a valuable contribution to children's development.

We aim to help children develop in their journey of faith in a positive learning environment and believe that our school will make a valuable contribution to their development. Situated in the Middlesbrough Diocese in the parish of St Joseph and St Francis Xavier in Richmond and St Joan of Arc in Catterick we have a wide catchment area across Leyburn, Wycliffe and Bedale. Our diocesan links have been further strengthened from June 2019, when St Mary's became part of the St Margaret Clitherow Catholic Academy Trust.

At St Mary's we believe every child is special and unique. We recognise the importance of educating the 'whole' child. We ensure we celebrate academic excellence for all children whilst also nurturing those special gifts and talents which make each child unique. Our aim is for every child to receive a bespoke, broad and balanced curriculum which lays the foundation for our nursery children to develop as engaged, inquisitive and independent learners. We recognise that even from an early age, children can take responsibility for the choices they make and actively encourage them to reflect on how their choices make them and others feel.

Here at St Mary's we have a strong and committed staff who are dedicated to meeting the needs of all the children. We have a committed Governing Body that actively support the school and nursery. The Friends of St Mary's are always grateful for the support of all parents/carers to raise funds to enable all the children to benefit from extra curriculum activities throughout the year; these ensure that the curriculum offered to the children is enjoyable as well as challenging.

Home, School and community links are vital. We value the contribution to school life that parents/carers make and the support offered by our local parish and wider community. Together, we ensure that St Mary's remains a very special place, where all children can 'be themselves'. 

If you would like to make an appointment to visit, please telephone our Admin Team on 01748 822365. We would be delighted to show you around.

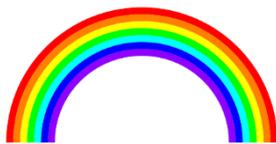
Yours faithfully
Mrs K Whitehead
Headteacher

Welcome to St Mary's RC Nursery, Richmond



St Mary's Roman Catholic Nursery was opened in September 2019 as part of St Mary's RC Primary School.

St Mary's has been located on this site in Richmond, North Yorkshire since 1984 and has been in Richmond since St Joseph and St Francis Xavier Catholic Church was built in 1886. In June 2019, St Mary's RC Primary School became part of St Margaret Clitherow Catholic Academy Trust.



"We have 4 children and are part of the military community. As such, our children have had experience of a number of schools. Without question, St Mary's is the best school I have ever come across (and I include my own schooling experience in that). Magic happens there! The school is lead with excellence that prioritises nurture and care, alongside education. The staff's obvious enthusiasm, interest and affection for the growing minds of little people is clear to see and my children are truly thriving there. In terms of education, and the psychological wellbeing of the children, this school stands out above the rest" Mrs Ahmad

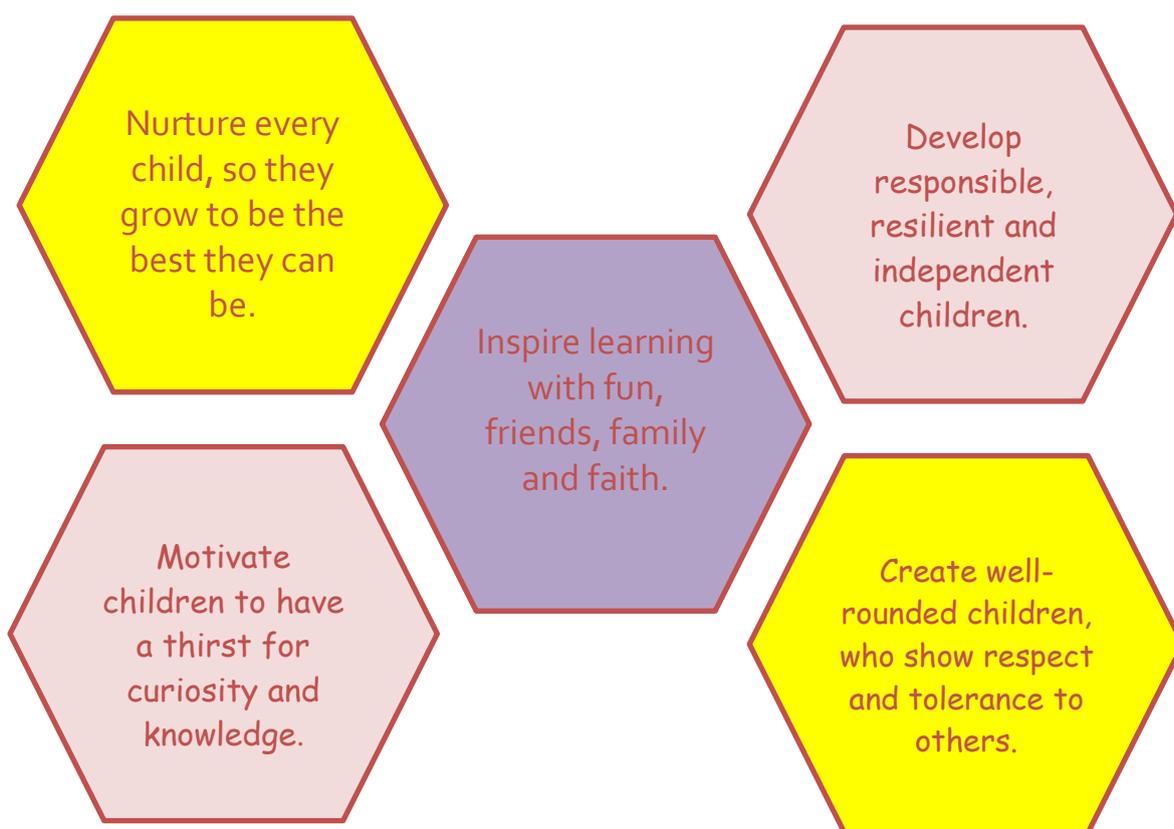
Just Be Yourself!



Our Vision

Empower every child to develop creativity, independence and resilience becoming confident individuals in a diverse global community.

St Mary's Mission



Welcome to our Nursery!

Learning with fun, friends, family and faith.

St Mary's Nursery is part of St Mary's RC Primary School, part of St Margaret Clitherow Catholic Academy Trust. We are a 26 place Nursery, which means we can accommodate up to 26 children aged 3-4 years in each morning and afternoon session. Children can join the nursery from three years of age but will only receive funding the term after their third birthday.

We believe in equal opportunities for all children and support all children whatever their need.

Children's experiences and opportunities to learn in Nursery can create strong and lasting foundations which can be developed further in later life. The [Early Years Foundation Stage Framework](#) guide provides information on key areas of learning and development, keeping children safe and promoting their welfare.

The Early Years staff are skilful, trained educators, who are knowledgeable about how children learn, about child development and care, and have a strong commitment to the nursery and its aims. Our Nursery lead is a fully qualified and experienced classroom practitioner, whose passion lies in Early Years. We have a wellresourced, purpose built, indoor and outdoor foundation stage and work closely as an integrated team. We are also very keen to work with you to enable your child to be happy and to make good progress.



Our Sessions

If you require additional sessions above the government funded allocation (either 15 hours or 30 hours) these are available and are charged at £12.00 per session or £4.00 an hour.

We offer the following sessions 

- Morning sessions 8:45 am - 11:45 am
- Lunch session 11:45 am – 12:15 pm *
- Afternoon session 12:15 pm – 3:15 pm

* Lunch time will incur an additional charge of £2 plus a school dinner charge of £2.30, unless you wish to provide your child with a packed lunch.



Join Us!



Our Aims:

- To treat and develop each child as an individual.
- To create a safe, secure and happy environment, helping to provide each child with the opportunity to grow in confidence, enabling them to develop emotional resilience.
- To further develop social skills.
- To encourage children to explore and participate in structured, engaging and stimulating playful learning activities.
- To foster a love of learning and a positive attitude to challenge and resilience to learning.

St Mary's RC Primary School follows these three simple principles: **'Be Ready, Be Respectful and Be Safe'**.



Our Nursery is a purposeful and exciting environment, which encourages curiosity, ensuring children learn and explore the world through play. We encourage outdoor, messy and multi-sensory activities.

Parents/Carers can apply in advance for a place at nursery through our 'Honey Pot Nursery' application form. You can collect an application form from the school office or we can email a copy to you by contacting us at admin@st-marysrc-pri.n-yorks.sch.uk. Our Nursery team are more than happy to contact you via telephone or video platform to have a personal discussion.

There is no catchment area for nursery schools. A place in our Nursery does not guarantee a place at St Mary's RC Primary school which would need to be applied for through the North Yorkshire admissions process.

Settling In



Our Early Years staff are highly experienced in helping children to settle and feel safe in their new environment. We appreciate that each child is different, which is why we offer personalised transition arrangements. Our usual offer for transition is 2 half day 'settling in sessions' prior to your child starting with us.

Uniform

It is important that your child is comfortable whilst at Nursery. Our uniform comprises of:

- grey / black joggers, trousers, shorts or skirt/tunic dress (covered legs are best when they are climbing outside)
- school crested sweatshirts or royal blue jumper/cardigan
- blue/white polo/shirts
- blue and white gingham dress or grey shorts in Summer
- sturdy black shoes with covered toes or white sensible flat sandals in the Summer with socks
- grey/blue or neutral coloured wool tights in winter months
- waterproof coat, hat and wellies for outdoor play

In wet/snowy weather, children who choose to walk to school in wellingtons/boots should change into their school shoes once in the school building.

Please ensure that all items of clothing are named. It is useful if the clothes are easy for your child to get on and off as it helps to encourage independence.

Please include a spare change of clothes and baby wipes if possible, in a clearly named bag for each session.

Hair Styles

Children with long hair, which is longer than collar length must have it tied back whilst they are in school. Boys and girls must have appropriate hairstyles.

Cool Milk

This is a national scheme to enable young children to have their daily recommended amount of calcium intake during the day. Milk is free for all children under five and subsidised for children aged five and over. Please visit www.coolmilk.com to register your child if you would like them to have milk.

Nursery Snacks

As part of the Schools National Fruit and Vegetable Scheme, the children will receive a free piece of fruit during their session.

Water

Children must bring their own labelled water bottle into nursery. There are no cups available for children to use as this reduces the spread of germs. The water bottles are kept in class and children may have access to their water during the day. The water bottles should be taken home at the end of the day to be cleaned and refreshed.

Sun Cream

In warmer weather children may need protection from the sun. Please send your child to school with a hat and remember to apply sun cream to your child **before** they come to school. Children can apply their own sun cream but as this can be difficult for younger children the nursery staff can support them. Please let the staff know if you do not wish them to help your child with this. Our British weather can be very changeable and children will still need cardigans, jumpers and rain coats in the summer months.



Keeping in touch

We provide parents and carers with a newsletter, this is emailed to parents at the end of every half-term. The notice board outside the main school entrance also displays further information that may be of interest to you. The newsletters are also available on the school website at www.stmarysrcprimaryrichmond.co.uk We use a text messaging and emailing service called Teacher2Parents to inform parents/carers of any last minute changes to the daily routine i.e; school closure due to bad weather. Please ensure we have your up to date mobile number and email address on our school records.

You can also follow St Mary's on Facebook <https://www.facebook.com/stmarysrcprimaryrichmond> There will be lots of opportunities throughout the school year to join us, including class worships, topic afternoons, parent consultations and stay and play sessions. You will be informed of these before they are to take place.

Allergies

We are aware that many children suffer from allergies. It is important to let us know about any that affect your child. Please provide details on your child's application form and meet us to ensure that we manage your child's condition appropriately. Please also be aware to let us know of any skin allergies as the Nursery sensory trays contain a variety of ingredients such as shaving foam, soap, bubbles, slime and various food substances.

Illness and Medicine

In order to keep the spread of infection to a minimum please inform us of any illness/condition which is affecting your child or immediate family e.g. viruses, contagious diseases and head lice. All information will be dealt with confidentially.

Any child suffering from sickness and/or diarrhoea should not be sent to Nursery until 48 hours after the last episode.

'Coming and Going'

Please ensure that the Nursery have up to date information of all adults who are authorised to collect your child.

We ask that everyone parks considerately at all times, following the rules of the Highway Code, for the safety of our children and school community. The staff car park is for school staff and visiting staff only.

Accidents and incidents

Minor accidents and incidents which occur during the session are recorded in our Accident Book.

Parents/carers will receive a phone call after a bump to the head, in which staff will provide further details. In the unlikely event of a more serious accident we will contact you immediately.



Parent Pay

Parent Pay is a means of paying for all school expenditure. This means that parents can keep track of their payments and pay for any additional nursery hours, school lunches and lunch sessions using a debit card online. You can also use the service to consent to school trips.

You will receive a monthly invoice for additional nursery hours/lunch sessions incurred, which can be paid via your individual Parent Pay account. To sign up you need to create an account with Parent Pay, you will receive log in details and further information from the school office.



The Hive

Wrap around care is available for all our pupils, from Nursery to Year 6. The Hive is open from 7.30am for breakfast, morning sessions cost £4. After school there are a range of sessions to choose from.

3.20 – 3.40 - £1.50

3.20 – 4.30 - £4 (includes a snack)

3.20 – 6pm £12.50 (includes a snack)

Sessions are booked through our play leader, Mrs Stanley in advance.

If you wish to know more about The Hive or books sessions, please contact Mrs Stanley on 07922 049883

Cancellations must be made with at least 24hours notice or the session charge will be incurred.



Nursery Funding Information

Government Funding

15 Hours funding (universal funding)

Children who come to our Nursery can get 15 hours free childcare a week for 38 weeks of the year. We provide these hours during the school term. **The child is eligible from the term after their 3rd birthday.** The school claim this funding on your behalf. If you wish your child to attend Honey Pot Nursery as soon as your child turns 3 years old, we can accommodate this and would invoice accordingly with our current charges.

30 Hours funding (extended funding)

The Government have extended the current universal free childcare entitlement for 3 and 4 year olds from 15 to 30 hours per week for working parents from September 2017.

What do you need to do?

1. Apply for additional funded hours through your childcare account on gov.uk.
2. Your claim will be assessed against the eligibility criteria which are on the Gov.uk website and are based on you (and your partner, if you have one) being in work and earning the national minimum wage. There are other criteria so please check the website for details.
3. Once you have received the code please let us have it as without it we cannot claim funding for the childcare provided. (We will also need some additional details from you to complete the claim)

For more advice please visit the government website.

<https://www.gov.uk/help-with-childcare-costs>

If you have any questions please do not hesitate to ask.

Reconfirming your code

Your eligibility code needs to be reconfirmed **every 3 months**. You can do this through your existing childcare account. If the code is not reconfirmed it will not be valid and we will not be able to claim funding for the childcare that we have provided to you. **Without a valid eligibility code any sessions above the 15 hours will need to be paid directly by parents.**

We look forward to welcoming you soon.

