



HAZLEGROVE  
PREPARATORY SCHOOL



*Adventure Awaits...*

PARENTS' GUIDE TO THE NURSERY  
2024 - 2025

# Contents:

Welcome .....	1
An Open Door .....	2
Pastoral Care .....	3
Curriculum .....	4
Contact Numbers .....	5
School Calendar .....	5
The Nursery Day .....	5
Guide to the Nursery Timetable .....	7
Going Home .....	8
Journal .....	9
Pupil Progress .....	9
Behaviour .....	10
Nursery Uniform List .....	12
Useful Information .....	16

## Welcome

Hazlegrove Pre-Prep provides children with a wonderful start to school life. We ensure that your child has a really positive first experience of education, building a foundation for a life-long love of learning.

Our Pre-Prep is run by caring, creative and experienced staff who know exactly how to bring out the best in each pupil and, most importantly, make learning fun! As part of Hazlegrove Pre-Prep, children have access to an amazing array of resources including our 25m indoor swimming pool, theatre, dance studio and sports pitches.

I look forward to sharing your child's adventure during their time in the Pre-Prep with you.

Hannah Strugnell, Head of Pre-Prep





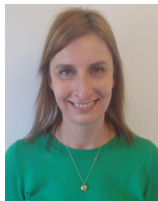
## An Open Door

You are always welcome to come and discuss your child's education and, if a longer discussion is needed, a convenient time can be arranged. The first point of contact is your child's teacher.

Miss Strugnell is Head of the Pre-Prep and EYFS. She coordinates the administration aspects of the department, maintains an overview of pupil welfare and is responsible for teaching, learning and assessment within the Pre-Prep. She is also the Designated Safeguarding Lead for the EYFS, responsible for child protection across the Pre-Prep.



*Miss H Strugnell*  
Head of Pre-Prep  
Head of EYFS  
Designated  
Safeguarding Lead  
- EYFS



*Mrs J Bowes*  
Pre-Prep  
Secretary



*Mrs K Tennant*  
Pre-School  
Teacher



*Mrs H Petch*  
Lead Nursery  
Practitioner-  
Two year olds



*Miss K Ellis*  
Pre-School  
Practitioner



*Mrs D Tomkins*  
Pre-School  
Practitioner



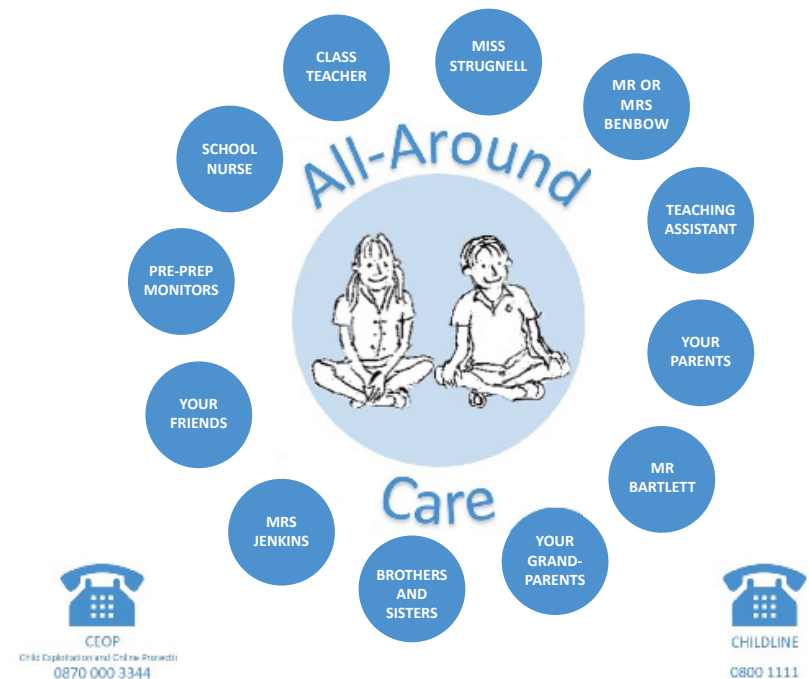
*Miss M Paolozzi*  
Nursery  
Practitioner



*Mrs T Cinar*  
Nursery  
Practitioner

## Pastoral Care

The children at Hazlegrove are surrounded with care. That care includes, at its core, staff for whom going the extra mile is an everyday thing and who, unashamedly, make time to talk about the children. It includes a dedicated Pastoral Leadership Team which meets twice a week, a tutor system, a pastoral care curriculum embedded in everything we do and model, and an ever-developing framework for social and emotional literacy and support. It can encompass initiatives for everyone, with a layered approach to pastoral support and including a school counsellor alongside our comprehensive Jigsaw PSHE curriculum which runs throughout the Pre-Prep and Prep School. We don't hide key issues or say it's 'just their age' - we look proactively at what we could do about that. We review and reflect on every incident to learn from it. Pastoral care is about developing in the children the tools they will use when things are more challenging for them or for their peers, so that they can cope well with everything life can throw at them with a positive self-esteem, resilience, and a sense of belonging to something.



## Curriculum

The Hazlegrove Pre-Prep Department nurtures each child and develops their talents, helping them grow into confident, independent children who are inquisitive about the world around them. Our children enjoy a positive and cheerful approach to life and grasp every opportunity it brings.

The Pre-Prep is divided into two distinct sections:

• Early Years Foundation Stage		• Key Stage 1:	
2 - 4 years	Nursery	5 - 6 years	Year 1
4 - 5 years	Reception	6 - 7 years	Year 2

### EYFS

The children in the EYFS at Hazlegrove are a hugely valuable part of Pre-Prep. Their time in school enables them to develop important social and emotional skills and form friendships, which remain throughout their time in Hazlegrove as well as developing a secure foundation of skills to equip them for their future journey through education. The children enjoy a range of wonderful experiences with staff who care and nurture each child as an individual. They make use of our wonderful whole school facilities, including our on-site swimming pool, forest school, theatre and tennis courts and participate in whole school activities, including assemblies and events. Children learn and develop through child-initiated topics in a fun and stimulating environment where they are encouraged to explore, ask questions and interact with others.

The Early Years Foundation Stage Curriculum is made up of seven areas of learning and development. These are divided into three prime areas and four specific areas.

The three prime areas are:

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

These are then supported by specific areas that strengthen the prime areas.

The specific areas are:

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

Development in the prime areas enables the children to go on and master the skills within the specific areas.

## Contact Details:

For any general information please call the Pre-Prep office on: 01963 442609. If at any time there is no reply at the Pre-Prep, please leave a non-urgent message on the Pre-Prep answerphone or, if your message is urgent please call the main office on: 01963 440314 and any messages will be passed on to the relevant members of staff.

Pre-Prep Office: [preprep@Hazlegrove.co.uk](mailto:preprep@Hazlegrove.co.uk)

Head of Pre-Prep: Miss Strugnell: [hms@Hazlegrove.co.uk](mailto:hms@Hazlegrove.co.uk)

Pre-Prep Secretary: Mrs Bowes: [jbowes@Hazlegrove.co.uk](mailto:jbowes@Hazlegrove.co.uk)

## School Calendar

All other relevant phone numbers and contact details can be found in the school calendar. This is sent out to all parents at the start of each term, and it is worth reading it carefully and highlighting events that affect you and your child – it includes trips, concerts, parents' evenings and much more!

Events at which parents are welcome are marked with an \*.

## The Nursery Day

The children spend most of their time in the exciting and stimulating environment of the Nursery and its outside area. The children also have daily opportunities to explore the grounds around the school and enjoy the wonderful woodlands in their Forest School. In addition to this, the children have use of, the swimming pool, tennis courts, dance studio and the sports hall on a weekly basis.





## A Guide to the Nursery Timetable

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8.10-8.30	Free-Choice				
8.30-8.40	Registration				
8.40-9.00	Adult-Led Circle Time - Introduction to Focus Story.	Adult-led Literacy (phonics)	Adult-led Literacy (phonics)	Story Time	Swimming
9.00-10.00	Child-Initiated Learning and Adult -Led Learning Literacy	Child-Initiated Learning and Adult -Led Learning Literacy	Adult Guided PSED-Circle Time	Forest School	Celebration Assembly
			Child-Initiated Learning and Adult -Led Learning PSED Activity		
10.00-10.15	Snack				
10.15-10.30	Playtime				
10.30-11.00	Music	Movement and Dance	Adult-Led/ Adult Guided Maths/Problem Solving/ Science	Child-Initiated Learning and Adult-Led Learning Maths Activity	Adult-Guided Group Planning-Role Play Area.
11.00-11.40	Adult-Led Maths	Ballet	PE	Cooking Gardening	Adult-Guided PSED Activities. Child-Initiated Learning
11.40-12.00	Getting ready for lunch				
12.00-1.00	Lunch and Quiet time (Songs, online story, topic interactive video)				
1.00-1.30	Outdoor Child-Initiated/ Observations				
1.30-3.00	In the moment-Learning and Child-Initiated Play	In the moment-Learning and Child-Initiated Play	Science/ Exploring and Investigating	In the moment-Learning and Child-Initiated play	In the Moment-Learning and Child-Initiated play
	Walk				
3.15-3.30	Tidy up and Snack				
3.30-3.45	Getting ready for home and Story or Singing				



## Going Home

The Nursery sessions are as follows:

- 8:30am - 12:00pm
- 8:30am - 1:30pm
- 8:30am - 3:45pm

Please inform your child's teacher by completing a collection slip if someone different from usual is collecting your child.

If there is a change to your child's routine, please let his or her class teacher know.

If your Nursery child requires After School Care, they can be collected up until 5:50pm from the Rainbow Room. We are grateful for as much notice as possible to ensure staffing ratios.

If supper or tea is required, please book this with the Pre-Prep Office by 8:30am. Forms are available for you to fill in, in each classroom.

After School Care in the Rainbow Room is available for children 3 years of age and older.



## Journal

Each child in the Nursery has a Journal to enable teachers and parents to communicate daily about the needs of the children. The Nursery Team use the Journal to share what our lunch is each day, as well as to record toileting and nappy changes for younger children. We will also record timings for any children who sleep during the day to provide you with information on your child's time with us.

## Pupil Progress

The progress and achievements of each child are carefully monitored and parents are kept informed of their child's progress through parent meetings and end of term reports. There are three opportunities during the year for parents to meet with the class teacher to discuss general progress. Parents are also encouraged to talk to teachers on a regular basis about any concerns.

Continuous assessment goes on throughout the Pre-Prep in all areas of the curriculum.

### Early Years Foundation Stage Profile

Children in EYFS are monitored throughout the year. Observations, photographs and children's interactions are used as evidence to children's progress and ability in all areas of learning. Observations are recorded on Tapestry, an electronic learning journal of which parents will have access.

A written summary of your child's progress will be included in the end of Summer Term report. Progress can be discussed at parent meetings with the class teacher or at any time throughout the year. In compliance with Early Years regulations, parents may have access to developmental records about their child through the Early Years Foundation Stage Profile.

### Progress Check At Age Two

The progress checks are a statutory requirement and offer staff, professionals and parents a clear picture of individual children's stage of development. This shared knowledge and understanding benefits all concerned but, most importantly, the child. Parents views and contributions are taken into account and added to the progress check. The progress check is taken from on-going assessment and observations from everyday practice, following their second birthday until they turn 3.



## Behaviour

Staff encourage kind, thoughtful and helpful behaviour from the children. The children are rewarded for good behaviour through our 'petal' system. The lunchtime sticker is awarded daily for good eating and using good manners. Special Mention Certificates are awarded to children during the weekly Pre-Prep Celebration Assembly. They then become the 'special leader' for the next week.

### Parental Involvement

Parents are invited to:

- Take part in various trips throughout the year
- Build friendships with other parents in the setting
- Enjoy the Nursery 'Family Hour'
- Support topic/learning at home
- Share 'wow' moments on Tapestry

Some suggestions to help your child through Nursery:

- Share important cultural or religious celebrations that are important to your family unit
- Practise changing shoes and socks, and putting on coats
- Help your child to cope with using the toilet and manage hygiene matters





## Nursery Uniform Shop

The school shop is on site and is open at the following times throughout the term:

Monday 8:15am – 9:00am, Tuesday Closed, Wednesday 3:00pm – 5:00pm

Thursday Closed, Friday 8:15am – 9:00am, Exeat/Half Term Fridays 3:30pm – 4:15pm

Payment for second hand clothes and accessories can be added to the school bill. Payment for new items can be made by cash, cheque or card. Please call the shop to arrange an appointment for a full uniform kit out.

Contact Details: E [uniform@hazlegrove.co.uk](mailto:uniform@hazlegrove.co.uk) | T 01963 442613

Holiday Opening Hours – are arranged by term.

All items marked \* must be obtained from the School Shop all other items must be purchased before arriving at school.

Parents unable to visit should contact the shop whereby arrangements can be made. Extra kit may be required for certain clubs.

## Nursery Uniform List (2-3 Years Old)



### TWO YEAR OLD UNIFORM

- School Sweatshirt\*
- Plain Navy Joggers
- School White Polo Shirt
- Navy Shorts\*
- Velcro Trainers

## Nursery Uniform List



### AUTUMN AND SPRING UNIFORM

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| • Plaid Pinafore*                 | • Grey Corduroy Shorts*           |
| • White Polo Shirt*               | • White Polo Shirt*               |
| • School Sweatshirt*              | • School Sweatshirt*              |
| • Navy Knee-High Socks or Tights  | • Grey Socks with Navy Blue Tops* |
| • Navy Coat                       | • Navy Coat                       |
| • Fleece*                         | • Fleece*                         |
| • Plain Navy/Black Shoes**        | • Plain Navy/Black Shoes**        |
| • Plain Navy Blue Hair Ties/Bands | • Pre-Prep Book Bag*              |
| • Pre-Prep Book Bag               |                                   |





**SUMMER UNIFORM**

- Grey Corduroy Shorts\*
- White Polo Shirt\*
- School Sweatshirt\*
- Grey Ankle Socks
- Plain Navy/Black Shoes\*\*
- Navy Sun Hat\*
- Summer Dress\*
- Plain White Ankle Socks
- School Sweatshirt\*
- Plain Navy/Black Shoes\*\*
- Navy Sun Hat\*



**OUTDOOR KIT/FOREST SCHOOL**

- Navy Waterproof Trousers
- Navy Waterproof Coat
- Navy Fleece\*
- Wellington Boots (Navy Plain)\*\*
- School Woollen Hat\*
- School Fleece
- Gloves (Navy/Plain)



**SPORTS KIT**

- White Polo Shirt\*
- Navy Shorts\*
- Jogging Bottoms\*
- School Sweatshirt\*
- White Socks
- School Fleece
- Indoor Trainers/Daps



## Useful Information

### Lunch and Break Times

Teachers and support staff assist the children at lunch times. However, it is very helpful if the children can practise using a knife and fork at home and are aware of simple table manners.

At break times milk and snacks (fruit and freshly baked wholemeal bread) are served. Water is available at all times. We also ask children to bring in a water bottle or beaker (for 2 year old) to help us monitor how much they are drinking.

Children are welcome to bring in a cake (nut free) for a special occasion.

### Lost Property

It is vital that all items are clearly labelled in an easy-to-find location with the child's name. A spare set of named clothes also need to be kept at the Nursery.

### School Equipment

The children will come to school in their school uniform and will need to bring their journal and book bag every day.

Your child will need to have the following items in school at all times:

Sun cream should be applied at home, before school when needed during the warm weather months.

A named bottle of sun cream can be brought into school for children who attend all day and The Nursery Team will support their children to re-apply sun cream

The uniform list can be found in the back of the Pre-Prep Journal as well as in the Hazlegrove A-Z and in this Guide for parents.

All Children in Nursery need a named water bottle. We also ask that all children have a spare set of kit and underwear and socks in school. Any children who are still in nappies, must have their own nappies and wipes in school. All Children must have their own wipes in school if staying for lunch.

### Medication

Any medication which needs to be taken at school should be handed to the Nurse/Matron or School Office first thing in the morning in its original container, with a signed letter of consent.

### Sleep

If children, especially our two year olds, are in school for a full day/week, we recommend that they have a sleep after lunch to help sustain their stamina and enjoyment of their time in Nursery. However, we are very much guided by you on this. For any children who do sleep in school, we will provide sleeps mats and ask that a blanket, pillow/cushion and teddy are brought in from home.

## A Day in the Life of a Hazlegrove Nursery Child

I like to look and listen,  
I need to touch and try,  
I want to smell and sample,  
And ask the question why.  
Give me time to wonder  
To imagine and pretend,  
Space to run and bend and stretch,  
Share secrets with a friend.  
I want to hold and handle,  
I must play to understand,  
For I need to know so many things,  
To find out who I am.



**HAZLEGROVE**

*Deo Juvante*

**[www.hazlegrove.co.uk](http://www.hazlegrove.co.uk)**

+44 (0)1963 442606

**[admissions@hazlegrove.co.uk](mailto:admissions@hazlegrove.co.uk)**

Hazlegrove Preparatory School, Sparkford,  
Somerset, BA22 7JA, United Kingdom

*King's School Bruton Foundation*

