



THRUPP SCHOOL

NURSERY

Thrupp Primary School
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PROSPECTUS

2026-2027

"Doing Our Best to Be Our Best"



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A welcome from the Nursery Team

We hope this prospectus gives you a flavour of our approach and attitudes to Early Years at Thrupp School Nursery. We believe that every child develops at their own pace in the different areas of learning. Our role is to tap into their enthusiasm and interests, stretch their learning and challenge their development. We scaffold the children's play, questioning and promoting good interactions with each other.

Please feel free to arrange a visit to see us in action. We will be really pleased to see you!



Sam Muskett
Nursery Manager



Laura Wood
Deputy Manager



Christie Councer
Nursery Practitioner



Wendy Strom
Nursery Practitioner

A welcome from Donna Mylechreest (Headteacher)

On behalf of the Staff and Governors, I would like to warmly welcome you into our school community. I hope your child's time with us will be happy and rewarding. Our school is a welcoming family where everyone is nurtured and efforts and achievements are celebrated together.

I strongly believe that the Early Years Foundation Stage is the building blocks to children's education. Thrupp Nursery offers an outstanding start to inspire and nurture children at the beginning of their school journey.

Donna Mylechreest
Head Teacher





Thrupp School Nursery Aims and Objectives

- ❖ We provide a happy, relaxed and safe environment for children of any culture and ability to learn through play and structured activities.
- ❖ Children are encouraged by example and teaching to care for and respect not only themselves, but also others and their environment.
- ❖ We aim to increase their personal confidence and self-esteem. We actively promote positive behaviour.
- ❖ We aim to develop the concentration, communication and listening skills of the children, to broaden their range of experiences and to deepen their levels of understanding.
- ❖ We aim to develop their physical abilities.
- ❖ We actively promote creativity and imaginative play.
- ❖ We actively promote healthy eating and healthy lifestyle.
- ❖ We actively promote independence in the setting including personal care and hygiene.
- ❖ We actively promote equality of opportunity for everyone.
- ❖ The Nursery aims to provide a service to the local community.
- ❖ We encourage the children to feel part of their community by having visitors, and by occasionally taking part in visits to local facilities and places of interest in the area.
- ❖ We maintain a working partnership with parents, as we recognise this as being of major value and importance in a child's education.
- ❖ We encourage each individual child to progress and develop, promoting their learning using our Early Years Foundation Stage Curriculum.
- ❖ To meet each child's developmental needs, we plan extensively following the children's interests and progression. We record each child's progress through focus week observations which in turn enables us to meet the individual needs of each child. We support every child in their development, allowing them to progress at their own rate whilst offering plenty of encouragement and praise. Activities are child led so sometimes plans change as staff are flexible.
- ❖ Confidentiality is maintained with the records we keep and child assessments are available for parents to read on request.

- ❖ We actively promote a smooth transition into school by offering joint activities and experiences each term.

"Doing Our Best to Be Our Best"

COMING TO NURSERY – THE BENEFITS TO YOUR CHILD

- ✓ Above all, Nursery is FUN! Every day there are fun things to do, new things to learn, exploring to be done and best of all, friends to share it with.
- ✓ Attending a pre-school setting provides your child with an important introduction into the social world of interaction, sharing, talking with others and learning to play co-operatively. This is supported by the sensitive and nurturing input of the staff, who take time to listen to and talk with each child.
- ✓ Your child will have many exciting experiences which are designed to support and extend their growing curiosity. They will be able to take part in activities which are planned to develop a wide range of skills and to foster a love of learning. In the Nursery, we place a great emphasis on the children's developing creativity and sense of imagination.
- ✓ Young children are natural adventurers and enjoy finding out about the world they live in. In the Nursery, the children are actively encouraged to explore their environment. We go outside every day and in most weathers whether we are flying kites, role playing on the wheeled toys or making dens.



Starting Nursery- What you need to know

OPENING TIMES

The nursery is open Monday to Friday 9am- 3pm. Morning sessions are also available from 9am – 12pm. Term times correspond with those of the Thrupp School, including closures for school in-service training days.

REGISTRATION

- The Nursery session begins at 9.00am. Please try to maintain prompt timekeeping as a late arrival may result in your child missing an activity. It can also be distressing for a child to arrive or to be picked up at a later time than the rest of the children.
- If possible, please let us know if your child is unable to attend a session. Please also let us know if you will be late collecting your child. The telephone number is **01453 883586**. Please choose option 2 to be put directly through to the nursery.

SHARING FRUIT SCHEME

We ask each family to donate a couple of pieces of fruit a week towards our fruit sharing scheme. We then cut this up at snack time and share it. The children are given a choice of milk and water, a selection of fruit followed by a savoury snack such as a cracker, toast or crumpet.

Please ensure you tell us about any allergies or intolerances so that we can ensure we keep your child safe and healthy.



DRINKING WATER

Although the children have a drink and snack during the session research has shown that children can concentrate for longer if they are well hydrated. Therefore, we ask you to bring a named water bottle for your child to access throughout the session.

SUITABLE CLOTHING

Suitable clothing should be worn, bearing in mind the messy nature of many activities! We also aim to play outside in all weathers so please supply your child with a warm coat or rain coat during cold or wet weather, and a hat and sun - cream during hot weather. You may prefer to leave a raincoat (pac-a-macs are ideal) permanently on your child's peg, please take care to label it with your child's name.



CHILD COLLECTION ARRANGEMENTS

To ensure the safety of your child, it is important to notify the Nursery Staff if someone else will be collecting your child at the end of the session. We run a password system for added security and within the enrolment pack you can write a list of the adults who are authorised to collect your child.

WHEN A CHILD CAN START

We are registered to take up to 20 children per session. Children may join the Nursery the term of their 3rd birthday. Parents are often keen to reserve Nursery sessions in advance, and we will do our best to meet your requirements. You will be able to tell the Nursery Manager about your preferred sessions and we will strive to accommodate you. We do however give priority to children in their pre-school year and those planning to attend Thrupp Primary School.

PROBLEMS OR QUESTIONS?

Please don't hesitate to speak to a member of staff if you are unsure about anything or have any issues relating to your child that you would like to discuss with them. If you have any comments on our provision or can suggest any improvements, please let us know – our aim is for both you and your child to enjoy your time with us.

SETTLING IN



It is vitally important that your child feels comfortable, safe and secure in Nursery. When your child begins to attend you are welcome to stay with them for as long as this takes. Some children settle more quickly with a parent or carer present and some when they are absent. Each child is different, and so each settling in arrangement is tailored to the needs of each individual child. Your child needs to learn that you will leave and then come back, so shorter sessions to help them settle are sometimes a good idea. Please feel free to discuss such arrangements with the Nursery Manager, along with any concerns or questions you may have. Appointments can be made if more time is needed. Staff are also available for discussion before and after each session, at parent meetings, or at other times by arrangement.

FEES

- The nursery is entirely self-financing and is financially separate from the school.
- Fees are currently £18 for a morning session and £36 for a full day session and are payable in advance. From September 2026 our hourly rate will be £6.
- We do not charge for any food provided and children bring their own packed lunch each day.
- We do not charge a consumables fee for any extras such as sun cream, wipes or gloves.
- Where fees are payable, you will receive one bill at the beginning of term, with the option to pay in three or four instalments.
- Fees should be paid directly to the school office, who will give you a receipt of payment. They are available in the office from 8.30am to 3.30pm each day. Cheques should be made payable to **Thrupp School Nursery**. Bacs payment options are given on the invoice.
- In certain circumstances fees may be paid on a weekly or monthly basis – please speak to the Nursery Manager about this.
- **Consumables** such as Oat milk, when requested as a preference rather than due to an allergy, will be charged termly at £2 (Cow's milk continues to be provided through the government - funded scheme.) There may also be occasions when we ask for a small contribution towards additional activities that enhance learning experiences such as Roaming Reptiles, a trip on a bus to Stroud town centre or our end of term summer trip etc.
- From September 2026, we are pleased to announce that we have introduced Forest School sessions on Wednesday mornings. For children attending a Wednesday session, we kindly ask for an additional fee of £6.50 per session to contribute towards the running of these sessions. This fee will cover resources and the cost of Carrie Roet from All Seasons Forest School, who will be leading the sessions.

DEPOSIT SYSTEM

From April 2026 we introduced a £50 deposit system, which will be required to secure a child's place on filling out our booking form. This deposit can be paid by cheque, bacs or as cash deposit, depending on whether or not the child's hours are partially or fully claimed using their entitled funded hours.

· **Refund Policy:** In line with Department for Education (DfE) statutory guidance, this deposit is refundable only once the child officially takes up their place.

· When the child has registered with us and started attending their sessions, the £50 deposit will be refunded to them either as a cash deposit or by being taken from the amount of their first invoice. If they then decide to leave the setting, we require 4 weeks' notice.

· **Withdrawal Notice:** If a family decides they no longer require the space after the deposit has been paid, they must provide a minimum of 4 weeks' notice.

· **Retention:** If a family fails to take up the space, the nursery will retain the deposit to cover the administrative costs and potential loss of vacancy.

NURSERY GRANT

- Your child will qualify for the Nursery Grant from the term after their third birthday (please see staff for specific dates as these vary from term to term). This entitles each child to 15 hours per week. You do not have to do anything to qualify – Nursery staff will ask you to sign a form and the grant is then paid directly to the Nursery.
- If you choose to do more than the 15 hours entitlement and are not eligible for 30 hours, you will be invoiced termly for the additional cost.
- If you work more than 16 hours a week, you can apply for 30 hours Nursery Grant. This can be done by going to the following website and following the links.

www.childcarechoices.gov.uk

FEES ARE PAYABLE IF YOUR CHILD IS ABSENT DUE TO SICKNESS, HOLIDAYS OR ANY OTHER REASON.

SICK CHILDREN

Please remember that children should not be brought to Nursery if they are feeling unwell, or are suffering from a virus or infection of any kind. This not only prevents the spread of infection to other children and staff, but also enables them to recover more quickly. If your child arrives at Nursery and is unwell, you may be asked to take them home again. If it becomes clear during the session that your child is unwell, staff will contact you and ask that you collect them. It is in your child's interests that they remain at home in the peace, quiet and warm when they are unwell. There is a 48-hour exclusion period after a sickness bug.

CHILDREN WITH SPECIAL EDUCATIONAL NEEDS

We welcome all children at the Nursery and will work closely with you to ensure that your child's time at the Nursery is as fulfilling and beneficial as possible. Our provision in this area includes all children who have particular needs which require special attention, either for a short period of time or on a more permanent basis. This can include, for example, an unexpected change in behaviour, a gifted child, a quiet child who is not involving themselves in our activities, or a child with a physical disability. Observation of a child enables us to identify areas which we need to focus on. We will keep you informed at every stage when we have a concern of any kind. We follow the graduated pathway. For more information on this, please speak to the Nursery Manager.

PARENTAL INVOLVEMENT

We genuinely welcome your involvement in the nursery and celebrate our partnership with parents! We promote your child's independence and have found that children cope better with the separation in the mornings if it is quick. With this in mind, your child says goodbye to you at the gate and as a group we all walk up to the nursery together. We do understand the importance of your involvement and provide different opportunities to come and visit your child in the nursery environment including parent story times, Mother's Day afternoon tea and Father's day fun afternoon!



We want you to be involved in your child's learning and when it is your child's focus week, you will be encouraged to share news, interests, questions and concerns. At the end of the focus week, you will receive a written report about your child's development and focus week achievements.

PLANNING, OBSERVATION AND ASSESSMENT

Thrupp School Nursery uses the 'Planning in the moment' ideology. The nursery is organised to promote independence and give choice. We provide art activities, sand, water, play dough, construction and role-play daily. We follow the children's lead and activities and themes come from their ideas and developmental needs.

During your child's focus week, we plan activities to promote your child's development and carry out observations focusing on 3 areas. At the end of the week, you will receive a written evaluation detailing your child's development. Your child will also have a Learning Journey book containing the observations, photos and your child's work. You are able to look at this with your child when you come in to visit and at the end of your child's time with us, they will take it home. We feel it is a lovely keepsake of your child's early year's development.

We have termly appointments for parents to discuss their child's development with the nursery manager and to give the opportunity to share ideas, questions or concerns.

WOW VOUCHERS

We encourage parents to complete at least 2 wow vouchers every half term. More are available on request. Choose something you are proud that your child has achieved and we will celebrate at circle time with the group. The Wow voucher certificates are added to your child's Learning Journey to show their continuing development. It can be something as simple as trying a new food, getting dressed or being kind.

THE EARLY YEARS FOUNDATION STAGE

The updated Early Years Foundation Stage came into effect from September 2021 and is a framework compulsory for all early years providers for children aged between 0 and 5 including nurseries, playgroups, childminders and Reception classes. The document advocates learning through the child's exploration and play within the session.

There are seven areas of learning that we plan and assess to. These create a holistic experience for your child. Our curriculum is on display in the nursery.

The seven areas of learning are:

- Communication and Language
- Personal Social and Emotional Development
- Physical Development
- Literacy
- Mathematical Development
- Understand of the World
- Expressive Arts and Design



Our aim is that each child will have their individual learning needs met through close observation and planning of activities and experiences in all these areas. We believe that it also adds to the smooth transition into reception as they can continue to follow the child individual progress and interests.

We also think about how your child is learning by using 'The Characteristics of Learning' These include:

- Playing and exploring
- Being an active learner
- Critical thinking and making links



A TYPICAL MORNING

9.00am Arrive

When your child arrives in the morning we encourage them to find their name to add to the 'Who is here today' board, and their photo to add to the breakfast board. Each child has a peg for them to hang coats, bags and hats and a drawer to put their work.

9.00am -10am Free play

The children have the full hour to have time to access activities planned and explore their chosen play. This includes free-flowing in the outdoor area.

10am -10.20am Tidy up time, wake and shake then washing hands

All the children are encouraged to help with tidying up while we sing our tidy up song. We then encourage the children to also take part in our daily wake and shake dancing, and all wash our hands prior to snack time.





10.20am Snack time

All the children bring in two pieces of fruit to share a week so we have quite a selection! The leader of the day gives out the cups and the children find their names on their place mats. All children are encouraged to pour their own drinks, select their own fruit and pass the plate on to their friends. It is a very sociable time with the adults sitting with them encouraging positive interaction.

10.40am Circle time

All children join in circle time and every child's input is valued. We sing our hello song, count the children and talk about the season and the weather. We then have a circle time activity such as sharing news, listening games and feely bags.

11am Outdoor play

Suitable clothing is required as we aim to go outside whatever the weather. We use a selection of equipment including the wheeled toys, balls, hoops and chucks. We are also lucky enough to have an amazing climbing fort, complete with bridge, climbing walls and a slide.



11.45am Story and song time

The children sit and share a story chosen by the leader and songs together. It is a lovely way to end the session and all children are encouraged to join in.

12.00pm Lunch time or home time

If your child stays for lunch, we ask you to provide a packed lunch and the children sit together to eat it. The afternoon is less structured with more free-play time. We go outside again and have a snack and story before we go home at 3.00pm.

We are available to share information when your child leaves the setting and we send a Friday email with information about the week including photos and upcoming events.

TRANSITION INTO SCHOOL

The nursery works very closely with the reception class. Throughout the academic year the children get to know the class teacher and teaching assistants.

We have shared theme days when the children free flow between activities in Nursery Fledglings and Kestrels Class, usually ending with a big celebration together at the end of the session. Nursery children also join Kestrels Class for story time once a week during the summer term and children starting school in September go in for 2 settling visits in June.

Transition records are completed and with parental permission are shared with the Reception class teacher. We feel that once the children are settled into nursery they are settled into school.

We also work closely with other schools in the area. If your child is going to a different school for their Reception class, we will invite their new teacher in to visit them at our nursery. Our aim is to make their transition into any school as smooth as possible.

ENSURING EQUALITY FOR ALL

In the Nursery, we celebrate the cultural diversity of our society and this is supported by the activities within the curriculum, and the resources which we provide. We do not discriminate against any one, be they adults or children, on the grounds of their gender, race, disability, age, religion, nationality, ethnic or national origins, and this is in line with the Race Relations Act. This covers both direct and indirect discrimination.

We challenge stereotyping and prejudicial comments whenever they occur and speak sensitively and clearly to the individuals involved. We provide positive and enjoyable educational experiences within the Nursery, and value each individual's point of view.

BEHAVIOUR MANAGEMENT

We believe that it is vital to encourage children to form good relationships with both children and adults. Our emphasis is on 'positive reinforcement' and on recognising and acknowledging positive behaviour with praise and encouragement, in order to build self-esteem and self-confidence. As such we strive to help the children to govern their own behaviour by developing their sense of what is right and wrong, respecting themselves and others by reinforcing the high standards of behaviour which we expect within the Nursery.

In September of each year, the children choose the golden rules for nursery. We discuss them, draw pictures of them and have them permanently displayed for the children to view. We have found that by empowering the children to make their own rules, they are more likely to follow them! No physical punishment, frightening or humiliating discipline or restraint will ever be used by a member of staff within the setting.

ALLERGIES AND ALLERGIC REACTIONS

Since December 2014, we have been required to comply with the Food Information Regulation. This means that we must provide information about the allergenic ingredients used in our food. From September 2026, it is mandatory for everyone to complete anaphylaxis training and be aware of the 14 allergens that could cause an allergic reaction. This requirement coincides with the introduction of the new Allergy and Anaphylaxis 2026 Policy.

OUR PROCEDURES FOR CHILDREN WITH ALLERGIES

- We use sensitivity in catering for children with specific dietary needs.
- We update records of children's specific dietary requirements regularly, all staff are informed of these and we keep these in a prominent place.
- We have an Allergen and Anaphylaxis poster on display and details of the snacks we provide for the children to eat and drink available for parents and carers. All staff have attended Allergy and Anaphylaxis Training since September 2026
- New members of staff, including students and volunteers, receive copies of the Food and Drink Policy, which is discussed with them during their induction meeting.
- All staff, students and volunteers are made fully aware of individual children's dietary needs and requirements.

Food we provide:	Allergens contained:
Milk	Milk – water or oat milk will be given as an alternative
Crackers – Crackerbread Rice cakes Oat cakes Bread sticks Cream crackers	Cereals containing gluten
Dairy spread / butter	Milk – non-dairy spread will be offered
Cheese spread	Milk
Hummus/Houmous	Sesame seeds
Dried fruit such as raisons or apricots	Sulphur dioxide

NURSERY STAFF

All staff have current DBS checks.

Sam Muskett - Nursery Manager

Sam joined us in June 2025. She holds a Bachelor of Education Degree in Primary Education and has taught in Primary schools for over 14 years. In her previous post she was the Reception Class teacher and Early Years Foundation Stage Lead for the school, with overall responsibility for the Pre-school. She has attended Early Years training courses as well as courses in Safeguarding, Allergy Wise for Schools and Paediatric First Aid and Allergy and Anaphylaxis Training. She also holds a qualification in Special Educational Needs

Laura Wood – Nursery Practitioner

Laura has a BTEC Level 3 in Early Years. Laura joined us in April 2016. She has Child Protection, First Aid and Food Hygiene. Dingley's Promise The voice of the child, Introduction to Early Years inclusive practice and Managing behaviours that challenge. Getting it right for boys, Making sense of Autism and Allergy and Anaphylaxis Training.

Christie Cuncer – Nursery Practitioner

Christie joined us in April 2021. She has a Level 3 Diploma in Teaching Support and a Level 3 in Early Years. She is First Aid and Child Protection trained. Dingley's Promise Introduction to

Early Years inclusive practice, Having difficult conversations with families, Early Years Transitions and Allergy and Anaphylaxis Training.

Wendy Strom – Nursery Practitioner

Wendy joined our team in September 2020. She has a Level 3 in Early Years. She has Food Hygiene, first aid and Child Protection training. Dingley's Promise The voice of the child, Managing Behaviours that challenge, Having difficult conversations with families, Introduction to Early Years inclusive practice, Intersections within Early Years Practice and Allergy and Anaphylaxis Training.

As a team, we are also following the Total communication training and Little Wandle training. In May 2025 we received the Inclusion Friendly Setting Award from Dingley's Promise. We are all continuing to work our way through other Dingley's Promise training to further our knowledge.

KEY PERSON

Your child will be allocated a key person who will work closely with you and your child on a day-to-day basis. As we are such a small group, all the staff work closely with all the children. However, it is the key person's responsibility to observe your child's development and record it in their Learning Journey. They will also make themselves available to you if you have any concerns or need to talk something through. Our aim is that we work with you as closely as possible to ensure that your child's experience with us is fulfilling, fun and thoroughly enjoyable!

Prospectus last updated September 2026

"Doing Our Best to Be Our Best"



The nursery provides a very good launching pad, successfully preparing children for fulltime schooling. Children were observed responding warmly to the sensitive approach of staff in the Nursery, joining in the singing and settling down sensibly to structured play opportunities.

Ofsted report

Thank you for an inspirational visit and for all your hard work in making the nursery such a great place for the children to thrive, learn and have fun.

Foundation Stage Consultant,



'Homely feel'

'Staff are lovely and attentive'

'Very welcoming'

'Happy, friendly and caring staff who clearly enjoy the children'

Responses from parent questionnaires

