

# A guide for Parents

# NURSERY



## What does Nursery offer?

We believe in providing all children with a safe nurturing and stimulating environment that builds on each individual's needs and interests. We provide children with a wide range of opportunities to learn through play. We ensure that learning is fun, engaging and suitably challenging. We value the importance of outdoor learning and ensure children have a wealth of opportunities to develop their thinking and problem solving skills. We are committed to providing the best possible start for our children and instil a real love of learning. Through fun, creative teaching, we aim to actively engage, inspire and enable our children to flourish and succeed. We currently have 64 places in our Nursery split across 40 AM and 24 PM sessions and we are able to offer places for both 15 hour and 30 hour eligible children.

## Session Times

We have two sessions for Nursery aged children eligible for 15 hours.

AM 8.45am - 11.45am

PM 12.30pm - 3.30pm

We have a further two sessions for Nursery aged children eligible for 30 hours.

AM 8.45am - 14.45pm

PM 9.30am - 3.30pm

To find out if you are eligible for 30 hours please see further information overleaf.

## Wraparound session options for Nursery children

### Optional wraparound sessions for Nursery AM & PM 15 hours children

- AM Wraparound 8.45am - 9.30am - £2 per session
- PM Wraparound 2.45pm - 3.15pm - £2 per session
- Lunch club for Nursery AM 15 hours eligible children - 11.45am - 12.45pm - £5 per session
- AM Nursery children can go into Little Eagles at 11.45am and finish at 15.30pm - £14 per session
- PM Nursery children can go into Little Eagles at 8.45am until 12.30pm - £14 per session

St Johns Primary Academy is part of Future Generation Trust  
Hobnock Road, Essington, Wolverhampton, WV11 2RF



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# How to apply

Nursery places are available for children who turn 3 between 1st September to 31st August. The online application process and full details can be found on the Academy website using the link below:

**[www.stjohns-eagle.com/nursery-admissions](http://www.stjohns-eagle.com/nursery-admissions)**

Alternatively Parents/ carers can contact the Academy office for more information.

Parents must make a separate application for admission to Reception at the appropriate time.

## Are you eligible for 30 hours childcare?

All 3 to 4 year old children are eligible for 15 hours free childcare. Your 3 or 4 year old child may be eligible for up to 30 hours free early education per week during term time. To check if your child is eligible please apply online using the following website: **[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)**

Parents should note the following terms and conditions which relate to 30 hours childcare.

- Parents who applied via Childcare Choices, will be sent an 11 digit code by HMRC to their online Gateway Account and a start date for the extended hours. The extended 15 hours will start from the term period after the parent/ carer receives their code if the child is age eligible
- Parents must give/ present the code letter or confirmation to the childcare provider who is to claim the extended hours. The provider needs to validate the code with their local authority and check the actual funding start date.
- Parents should discuss with their childcare provider how the funded hours can be taken.
- Any hours taken prior to the extended funding start date will be paid for by the parent.
- Parents who have difficulty with their account or retrieving their code should contact the Childcare Choices/ HMRC Customer Interaction Centre on 0300 123 4097.
- Important: parents must reconfirm they are still eligible every 3 months, HMRC should normally remind via text/ email to log into their Gateway Account and reconfirm details/ eligibility to continue receiving the extended hours. Failure to do so will result in the funding being removed and parents will be required to pay for all sessions.

## Booking Procedures & Terms & Conditions

Parents are asked to note the following booking procedures and Terms and Conditions for Wraparound and Extended Childcare.

- Bookings should be made online via the schoolmoneyapp/ website.
- All fees are non refundable and therefore there will be no refunds given for cancellations other than in exceptional circumstances agreed by the Little Eagles Manager. Please notify Little Eagles if your child is absent for any reason as well as the academy office.
- Fee's must be paid in advance.
- Parents paying by voucher or national savings should ensure they have enough credit to cover all future bookings. No bookings will be made without sufficient account credit.
- Two year old children are unfortunately not able to stay for lunch club or PM wraparound sessions.
- There is a late pick up charge of £5 for every 15 minutes.
- There is a £2 charge for not booking a session at least 24 hours, during business hours in advance. Sessions for a Monday must be booked by 12pm on Friday.

## Extended Childcare options

Our breakfast club is open to all Nursery aged children. Afterschool club is only available to Nursery aged pupils aged 4 and above. Full details of this provision can be obtained from the Academy website or by contacting the Academy office.

Breakfast Club 7.45am - 8.35am - £3.50 per session

After School Club 3.20pm - 4.30pm £5 per session or 3.20pm - 5.45pm £6.50 per session

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