

# Welcome



At Atam Academy our pupils are at the heart of everything we do. We hold high expectations for all of them and work in partnership with families to make sure every child gets the best start in life. We are an inclusive school open to all children regardless of background, or ability.

Atam Academy School will be moving to our new site in September 2018, and we are excited to be able to offer a nursery provision with wrap around care.

The new Nursery will be an integral part of the school and with Reception Classes will create our Early Years setting. Nursery children will take part in school activities and become familiar with members of staff and school routines. Our Nursery will provide the best possible preparation for future life at school.

Nursery is a very special time and we believe your child will have a happy, rewarding and productive experience at Atam Academy.



Ms Bryony Freeman: Headteacher

Ms Sheia Wrack-EYFS: Lead and Assistant Headteacher,

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## EYFS Curriculum Information

At Atam Academy, we aim to provide a safe, secure, happy and stimulating environment for all that attend, and support all children as they explore and learn to reach their full potential. We provide a balanced, structured curriculum with a mix of child selected and teacher planned activities with opportunities for assessment. We use a topic theme for each half-term with cross-curricular links to enable the children to see their learning as a whole.

"Children develop quickly in the early years, and have a right to provision which enables them to develop their personalities, talents and abilities."

(EYFS, 2012)

To ensure that this happens we follow the Early Years Foundation Stage (EYFS) which supports all children from birth to five.

Learning and Development

Covers three Prime Areas of learning and four Specific Areas these are broken down below:

### The Prime Areas

**Personal, Social and Emotional Development** is made up of the following aspects: Making Relationships, Self Confidence and self-awareness, and Managing Feelings and Behaviour.

**Communication and Language** is made up of the following aspects: Listening and Attention, Understanding, and Speaking. 8

**Physical Development** is made up of the following aspects: Moving and Handling, and Health and Self Care.

### The Specific Areas

**Literacy** is made up of the following aspects: Reading and Writing.

**Mathematics** is made up of the following aspects: Numbers, and Shape, Space and Measure.

**Understanding the World** is made up of the following aspects: People and Communities, The World, and Technology.

**Expressive Arts and Design** is made up of the following aspects: Exploring and using Media and Materials, and Being Imaginative.

## Environment

Our Early Years setting at Atam Academy will consist of four purpose built classrooms. There will be two reception classes and two nursery classes. The Early Years unit will have its own outside space, which will provide a safe and exciting outside learning environment.

The nursery classrooms will be positioned next to the reception classes. This will enable our Early Years staff to work together to provide the best possible provision for our pupils.

All areas of the Early Years will be well resourced to ensure children are interested, excited, challenged and independent learners.

Our Early Years lead is presently working with the architects and designers to ensure that we have the best possible learning environment for our pupils.

## Atam Academy



## Progress and Reports

Children's progress towards the 'Early Learning Goals' is carefully monitored and recorded. Early Years staff work very closely together and meet regularly to evaluate learning.

Children's development is monitored through a variety of tasks, observations and teacher interactions to give the best possible picture of where a child is and what their next steps will be. An Early Years Foundation Stage (EYFS) framework outlines the statutory expectations and guidance for the learning, development and welfare of children from birth to five. This framework provides details of ongoing child development in all areas of learning and how this progress should be assessed and recorded. These assessment records begin in Nursery and moves with them through to the end of Reception, (either at Atam Academy or elsewhere).

Each term parents will be invited to meet your child's class teacher to discuss your child's progress and set targets for future learning. Parents receive a final written report when their child leaves the Nursery.

We work closely with other agencies to ensure that we are supporting all children no matter their needs to the best of our ability. We also have a Special Educational Needs Co-ordinator (SENCO) on site that is able to offer support to families and staff.



## Times and Costs

Phase 1: from September 2018 our new nursery will be offering 15 hours and 30 hours nursery provision for 3 and 4 year olds.

There will be 26 full-time places (30 hours a week) and 13 morning places (15 hours a week)

**Are you eligible for 30 funding for to 3 and 4 year olds.**

**Parents must satisfy certain criteria to qualify.**

You can check for eligibility and apply for the funding at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)



You will be given an eligibility code which you will need to give to a member of our office staff. Please let us know which sessions you will require (full time or a morning session). You must renew your application every three months. Failure to renew will result in you having to pay for any hours over the 15 hours that all three year olds are entitled to, or the extra hours being removed.

The 30 hour session will run between 8.30am-11.30am and 12.00pm- 3.00pm for 5 days a week, during term times only.

There will be an additional charge for the lunchtime period (2 hours 30 minutes a week which is outside the funded 30 hours funding during the lunchtime period (Parents will have the option of paying for a school dinner or bringing in a healthy packed lunch for their child. (please see payment chart below)

All children are entitled to 15 hours of free maintained nursery provision per week.

Children who are not eligible for 30 hour free funding can still attend the lunch and afternoon session but at an additional cost. (please see payment chart below)

### Additional costs

	30 hour funded	Not 30 hour funded
Morning session	FREE	FREE
Afternoon session	FREE	£90 per week
Lunch cover with packed lunch provided by parents	£30 per week	£30 per week
Lunch cover with a school dinner	£40 per week	£40 per week

### Wrap Around Care

Nursery children can attend breakfast and after school club- fees apply the same as the rest of the school.

# Atam Academy Primary School Admissions Policy for Nursery 2018/19

## Eligibility

A child will be eligible for admission to the nursery class from the start of the Autumn term after they turn three years old. Admission is subject to an application being made and places being available.

A child will be eligible for 30 hours if they meet the criteria as set down by the Department for Education. Parents and carers will be expected to demonstrate their eligibility termly, using the official website. This will be confirmed during an eligibility interview with the school.

## Admissions Criteria

1: Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order)

2: A child 'at risk' (or the sibling of a child 'at risk') who is the subject of an inter-agency child protection plan.

3: Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

4: Children who have a sibling at the school at the time of application.

5: Children for whom it is their nearest setting

6: Children who choose Atam Academy but it is not their nearest setting and places are available

Applications open on Tuesday 13th March 2018

Applications will close on Tuesday 17th April 2018

Places will be allocated on Tuesday 24th April 2018

There will be an open day in June (date to be confirmed) to bring in your documentation and to find out more about home visits, start dates or to ask any questions that you may have.

If you would like to put your child's name down for a place at Atam School Nursery, please fill out the application form attached and return to the school office.

Atam Academy  
Barley Lane,  
Little Heath,  
RM6 4XT

Telephone: 020 8252 9831 Email: [info@atamacademy.com](mailto:info@atamacademy.com)



## NURSURY ATAM ACADEMY APPLICATION FORM 2018

### Student Details:

Legal Surname		Preferred Surname	
First Name		Known Name	
Middle Name		Date of Birth	
Gender	Male / Female	Home Telephone 1	
Home Address		Home Telephone 2	
		Mobile	
		Email Address	
		Nationality	
Postcode		Religion	

What placement would you prefer?

Full - time		Mornings only	
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If you would like a full time place, are you eligible for 30 hours free?

Yes, I am eligible for 30 hours free		No, I will pay the additional costs		Not Applicable	
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ID Check- document seen: Birth Certificate  Passport  Proof of Residence

**Contact Details**

Priority	Title	First Name	Surname	Gender	Relationship to child	Parental Responsibility?
1						Yes / No
Address:  Postcode:					Date of Birth	
Home Phone		Mobile		Work Phone		Main phone no.

Priority	Title	First Name	Surname	Gender	Relationship to child	Parental Responsibility?
2						Yes / No
Address  Postcode:					Date of Birth	
Home Phone		Mobile		Work Phone		Main phone no.

**Previous Education**

Name and Address of Previous Nursery if any:	
Telephone Number:	
Date of entry to the UK	
Please detail any court orders applying to the child (e.g. Ward of Court, Legal rights of access)	

**Siblings**

If your child has any siblings who are currently in education, please provide their names.

Name	School Attended

**Medical Details**

Doctor's Practice	
Doctor's Name	
Address Postcode	
Work Phone:	
Do you give permission for the school to call the doctor in an emergency?	Yes / No
Do you give permission for the school to administer first aid in an emergency?	Yes / No

The school will be providing pure vegetarian meals.

Does your child have any further dietary requirements? (e.g. allergies, intolerances, other etc.)

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Do you have any concerns about your child's health?

Yes  No

If 'Yes' please give details and please include any ongoing/long term medications:

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Does your child suffer from any of the following? (Please tick)

Asthma  Eczema  Epilepsy

Allergies (inc. nut allergies)

If your child suffers from a specific health problem, please give details below:

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Does your child see any hospital/community consultant regularly? Yes  No

If 'Yes' please provide the details below:

Doctor's name ..... Date of last appointment .....

Hospital/clinic .....

Please give reasons/details .....

Does your child have difficulty in any of the following areas:

Hearing  Vision  Sleeping  Toilet Training  Eating

Speech/ Language  Growth  Behaviour

**Other – please state:** .....

Are your child's immunisations up to date? Yes  No

Is there anything else you would like to tell us about your child?

Ethnicity (please tick)	White: British		Asian or Asian British: Indian	
	White: Irish		Asian or Asian British: Pakistani	
	White: Traveller of Irish Heritage		Asian or Asian British:	
	White: Any Other White Background		Asian or Asian British:	
	White: Gypsy / Roma		Black or Black British: Caribbean	
	Mixed: White and Black Caribbean		Black or Black British: African	
	Mixed: White and Asian		Black or Black British: Any other	
	Mixed: Any other mixed background		Chinese	
			Any other ethnic group	
			Prefer not to say	

**Languages:**

First Language	English	Other (Please state)	Prefer not to say
Language spoken at home	English	Other (Please state)	Prefer not to say

What is your child's usual mode of travel to and from school? \_\_\_\_\_  
(e.g. Walk, Cycle, Car/Van, Car Share (with children from a different household), Public Bus, School Bus, Taxi, Train etc.)

Data Protection Act 1998 - The School is collecting this data in order to meet its statutory responsibilities for the provision of education to children in accordance with the requirements of the Education Act 1996 and The School Standards and Framework Act 1998.

**CHILDS NAME**.....

**CLASS**.....

**PERMISSION FOR LOCAL VISITS**

Children learn from first hand experiences and for this reason, we plan some activities that take place outside school. We are asking for your consent for your child to take part in short local visits lasting no more than half a day. The children will be walking to the places they are visiting.

I wish my son/daughter to be allowed to take part in the above mentioned visits and having read this, agree to his/her taking part in any or all of the activities described. I understand that while the school staff in charge of the party will take reasonable care of the children, they cannot necessarily be held responsible for any loss, damage or injury suffered by my son/daughter, which occurs as a result of the visit.

I agree to authorise members of staff during the course of the visit to approve such medical treatments for my child as is deemed necessary in an emergency on the advice of a qualified medical practitioner.

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

**PHOTOGRAPHY AND VIDEO PERMISSION**

As part of the school’s curriculum programme, it is often necessary and desirable that we video, photograph and then use photos and videos of the children to provide educational resources and to celebrate the many achievements that your children make. These resources are made available in a number of different locations such as on the school’s website, the Intranet (as evidence of your child’s work/events, for example) or made available for a much wider audience e.g. Redbridge LEA and outside agencies who are involved with the school.

It is therefore important that we have your consent to photograph and video your child at any time during the time he/she attends the School, and for these resources to be used for educational and publicity purposes.

I consent / do not consent to my child having his/her photograph or video taken and then being used by the school for educational and publicity purposes but will inform the school in writing immediately should my circumstances change.

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

**INTERNET PERMISSION**

**E-safety agreement:** As the parent or carer of the above pupil(s), I give permission for my child to have access to use the Internet, school approved e-mail account and other ICT facilities at school.

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet and mobile technologies, but I understand that the school will take every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials. These steps include

using an educationally filtered service, restricted access email, employing appropriate teaching practice and teaching e-safety skills to pupils.

I understand that the school can check my child's computer files, and the Internet sites they visit, and that if they have concerns about their e-safety or e-behaviour that they will contact me.

I will support the school by promoting safe use of the Internet and digital technology at home and will inform the school if I have any concerns over my child's e-safety

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

**FOOD TASTING**

There are often occasions in class when children may be offered food, ie. Children's birthday sweets, food tasting in lessons, snacks

Please sign below to allow your child to eat the foods throughout the year and also to detail any known allergies. Please inform the school office of any changes or new allergies.

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

Allergies:.....

**OTHER RELEVANT INFORMATION**

If the child is in public care/looked after by the local authority please state the authority and name of social worker/LA contact (this does not include childcare agreements)

Name of Authority:	
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