



Willaston Primary Academy's
Little Acorns



NURSERY INFORMATION PACK

Welcome to Willaston's Early Years Provision

Willaston Primary Academy accepts pupils from 3 to 11 years. The Little Acorns Nursery enables us to offer provision to children who are 3 and 4 years old, prior to starting school formally in Reception. Willaston Primary Academy is a fun, creative and community-driven primary school dedicated to providing quality education to our learners in a safe and caring environment.

Your child is at a crucial stage in his/her development with research showing that children learn more rapidly in the first seven years of life than at any other time. It is therefore important that the children are given every opportunity to fulfil their potential. As a parent you play a vitally important role. At Willaston Primary Academy we hope to play our part by offering your child a wide range of experiences and activities designed to further their individual development.

This handbook is intended to give you as much information about our Little Acorns Nursery, but please do not hesitate to contact us if you have any queries or concerns.

Our contact details are:

<p><i>Willaston Primary Academy</i></p> <p><i>Derwent Close</i></p> <p><i>Willaston</i></p> <p><i>Nantwich</i></p> <p><i>Cheshire</i></p> <p><i>CW5 6QQ</i></p> <p>Telephone: 01270 661528 Email: littleacorns@willastonacademy.co.uk</p>	<p><u>Main Contacts:</u></p> <p><i>Headteacher: Miss Joanna Wright</i></p> <p><i>Early Years Manager: Mrs Lisa Leech</i></p> <p><i>Business Manager: Mrs D Frost</i></p> <p><i>Office staff: Mrs H Bottomley / Mrs Pickston</i></p>
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All About Us

Early Years Foundation Stage Team

The Nursery class will be run by a team of experienced and enthusiastic early years practitioners. Mrs Leech is the Early Years manager and has previously worked for the Cheshire East and Staffordshire University as a Lead Early's Teacher. Mrs Leech is the nursery lead teacher and will be planning with the team the curriculum across the week and will lead the learning in class each morning. Miss Pickup will then be leading the afternoon sessions. The Early Years staff will work across Nursery and Reception and there will be opportunities each week for Nursery and Reception to work together enabling the children to build relationships with all the staff across the EYFS.

All our EYFS staff are Pediatric First Aid trained.



Mrs Leech

EYFS Manager / Little Acorns Teacher



Miss Wakefield

Reception Class Teacher



Miss Pickup

Little Acorns Teacher



Mrs Cooper



Miss Basford



Mrs Hargreaves



Miss Davis

Teaching Assistants that work across both Nursery and Reception and in the wrap around care

Provision

Our provision activities consider the individual needs, interests, and stage of development of each child. They support all areas of learning and are changed regularly to provide a wide range of experiences. Outdoor provision is an important part of our curriculum and children can safely access outdoors all day. We also aim to go in our forest every week to access forest school activities. We know that children learn best through play and we will be providing the children with the opportunities to learn through a carefully planned, creative and thematic curriculum.



Opening Times

Little Acorns will be open during term time and would follow the same holidays as the school. Holidays are published in advance and can be found on the School website <https://www.willastonprimaryacademy.co.uk/> There will also be a copy in your welcome pack.

Little Acorns operates in two sessions each day.

The **MORNING** session is from 8.45am – 12.45am

(4 hour session- Funding may be used/or £24.00 per session)

This session includes lunchtime. You have the option of sending your child with a packed lunch or purchasing a school lunch at the cost of £2.95 per day.

The **AFTERNOON** session is from 12.45pm – 3.15pm

(2 ½ hour session- Funding may be used/or £15.00 per session)

You can book this as a **full school day 8.45am to 3.15pm** – this is 6 ½ hours in total and funding may be used / or £39 per day)

To support further with childcare, we also have before and after school club: Willaston Worms from 7:30am to 6:00pm. Parents are able to use the 30 hours extended Free Early Years Entitlement (term time only) between the times of: 7.30am and 6:00pm. Funding can only be used for term time only. We do not have any childcare options for during school holidays.

We have a minimum requirement of 4 sessions a week (2 Days or equivalent) as we believe this helps the children to feel more settled and have consistency throughout the week. We offer flexible sessions of either full days or half days and you can select whichever combination of these that works best for you, dependent on availability in those sessions.

These charges apply from January 2026 but are subject to review.

Little Acorns Nursery Class and Out of Hours Fees and Charges

Little Acorns (3-5) Nursery Services: Term Time

Morning Session	8:45am - 12:45am	£24.00
Afternoon Session	12:45pm - 3:15pm	£15.00
School day	8:45am - 3:15pm	£39.00
Term time: Full Day (breakfast, snacks and small tea provided)	7:30am - 6:00pm	£54.00

Willaston Worms Out of Hours: 3-11 years

Breakfast Club (breakfast provided)	7:30am - 8:45am (term time only)	£6.00
Afterschool Club short stay	3.15pm - 4.30pm (term time only)	£6.00
Afterschool Club (small tea provided)	3:15pm - 6:00pm (term time only)	£12.00

Other Fees and Charges

School Meal (term time only)	£2.95	Per day
Late Pickup	£10.00	Following 1late pickups

School Lunches

We run a three week meal timetable. You may choose daily if your child is to have a school dinner and payments are made separately for this. The menu is on the website. School lunches are an optional additional cost see table above. You can also send your child with a packed lunch.

Nursery Snack

The main aim of snack time is to get the children used to the social side of eating with others. A healthy snack is provided every day in both the morning and afternoon sessions and will usually consist of milk or water to drink and a selection of fruit.

Early Years Entitlement Funding

15 Hours Childcare Funding

All 3 and 4-year-olds who live in England are entitled to this offer irrespective of income levels, benefit status, or family circumstances.

If your child is aged 3 or 4 and you are receiving this 15 hours childcare, and receiving some additional forms of support, you may also be eligible for Early Years Pupil Premium (EYPP). EYPP is paid to childcare providers and gives them additional funding to support learning and development for children. You can see if you're eligible for EYPP on GOV.UK and speak with your provider or local council to apply.

30 Hours Childcare Funding

If you live and work in England you may be entitled to 30 hours funded childcare support from the term after your child turns 9 months old, until they start school.

You can usually get funded childcare for working parents if you (and your partner, if you have one) are:

- in work or starting a new job
- on sick leave or annual leave
- on shared parental, maternity, paternity or adoption leave

The amount of funded childcare you can get depends on:

- your child's age and circumstances
- your income (and your partner's income, if you have one)
- your immigration status

If you are not eligible for the working parent offer you will still receive the 15 hour entitlement for all 3 and 4 year olds from the term after your child turns 3 until they start school, irrespective of your income level, benefit status, or family circumstances.

For more information on the 15 and 30 hours funding - <https://www.beststartinlife.gov.uk/childcare-early-years-education/15-and-30-hours-support>

On enrollment you will fill a funding form (parental declaration form) which allows us to apply for either the 15 hours or 30 hours funding on your behalf. For 30 hours funding you need to apply for a funding code from the government (see website above for how to apply for this). This code covers your funding for the next school term. You will need to reapply each term to have your code renewed. We have to ask you to confirm your sessions and resign your funding form each term to ensure the correct number of hours are being applied for.

Further information and help with how to apply for funding can also be found here:

<https://www.cheshireeast.gov.uk/livewell/care-and-support-for-children/early-years-and-childcare/help-with-childcare-costs-guide/help-with-childcare-costs.aspx>

The funding is paid directly to Willaston Primary Academy who apply for funding for your child. The free hours are then automatically deducted from your childcare bill.

Additional sessions will then be charged at the rates described above.

Early Years Pupil Premium (EYPP) and Disability Access Funding (DAF)

Please look at this link if you think you may be eligible for additional funding: <https://www.gov.uk/get-extra-early-years-funding>

What if my child is allergic to something or is a fussy eater?

The children are encouraged to try everything, but if your child has any allergies please inform us. You will need to provide a letter from your doctor. If your child is a fussy eater at home you may find that in school he/she will happily eat what others are eating.

What should my child wear to school?

We are frequently outside during your child's session so please ensure that they come to school suitably dressed each day. If you choose to, you may purchase Willaston uniform, a selection of polo shirts, jumpers, cardigans, etc. with the school logo on. Please contact the School Office for details on how these can be ordered. It is vitally important that all items of clothing including shoes and coats are named. We would also encourage a spare set of named clothes to be kept in school in case of accidents.

As part of our provision we have a fantastic outdoor area which we try and utilise as much as possible. Any additional clothing specific to aspects of the Early Years Curriculum will be communicated prior to starting any sessions. We would encourage wellingtons to be kept at school for outdoor exploring purposes.

How is my child expected to behave in school?

As in every community it is necessary for the school to impose basic rules on behavior. Certain rules regarding safety must be observed and all children will be expected to follow them. Most rules in school serve two needs, they prevent your child from doing something undesirable and, in turn, protect him/her from having something unpleasant done in return.

Other rules will teach the children the importance of using equipment correctly and some rules are concerned with common courtesies such as learning to share toys, co-operate with others, etc.

What if my child becomes ill?

You will be asked at the beginning of the year to provide us with some contact numbers which we can use in an emergency. If your child becomes ill or has an accident while attending school we will contact you immediately using your Emergency Contact Number. Please ensure that you inform the school if any of the contact numbers change during the course of the year. We also have Parentmail, a text and email service, which we will use to keep you updated on all that is going on in school.

If you are keeping your child off nursery because they are ill, please let us know either by email or a phone call to the school office. Thank you.

What will my child be doing in Nursery?

Prior to starting, you will be invited to attend a welcome session for your child and, at this stage, the Early Years team will speak to parents about how the curriculum will be organised across the EYFS. There will be stay and play sessions available in the term before your child starts.

If you require further information regarding this, prior to securing a place, please come in and speak to Mrs Leech.

How can I be involved?

Parents are always welcome to come into the school and support in any way that they feel they can. If you have a particular interest or talent which you would like to share with us, please let us know!



What happens next?

If you would like to apply for a pre-school place at Little Acorns Nursery please fill out an expression of interest form. Places are allocated at 3 intakes during the year in line with our EYFS Admissions Policy which can be found on our website.

Prior to your child starting with us, you will be contacted to arrange a short visit and to finalise details. We will collect information from you about your child including their likes/dislikes, allergies, their friends etc. In the meantime if you have any further questions, please do not hesitate to get in touch.

All children will need to apply through Cheshire East Admissions for a place in our Reception class. Our school Admissions Policy highlights the criteria required for attending Willaston Primary Academy. Copies of the policy are available from school and on our website.

Please be aware that attending Little Acorns Nursery does not guarantee automatic entry to Reception.



Frequently asked questions

My child's birthday is in the middle of the term, when can he start at Little Acorns?

Your child may start as soon as they turn 3, subject to availability, although sessions will be chargeable prior to the next term when your child is entitled to the Free Early Education Entitlement.

What do we do if we are on holiday and do we still need to pay?

Please let us know if your child will be absent for holidays. Your child's key person will be planning activities and it helps them to be aware so they plan effectively for their next learning steps. Sessions must be paid for even if your child is on holiday.

Do I need to let you know if my child will not be attending?

Please contact the school to let us know by telephoning 01270 661528 or via email at admin@willastonacademy.co.uk if your child will not be attending. Please notify school as early as possible or in advance of any absences. Your child's key person will be planning activities for the day and it helps them to be aware so they plan effectively for their next learning steps. If your child is absent due to ill health it is important we are aware of any communicable diseases.

You will be required to pay for any absence.

How much notice do you require if I wish to cancel my child's place or change to different days?

Changes can only be made before the start of each term.

How can I help to prepare my child for starting Nursery School?

Before your child can settle into the routine of school life, he/she has to confront two obstacles. Firstly he/she must come to terms with leaving you and secondly he/she will be faced with a whole new environment full of other children and unknown adults. A little advanced preparation can make the separation much easier to manage. It is a good idea to encourage your child to make friends with other children who are coming to school. This is particularly easy if your child is currently attending playgroup. It also helps if you continue to talk about school in a positive manner – keep reminding your child of all the fun activities that will be on offer and all of the new friends that they will make. We will be arranging an event before your commencement date where you and your child can come along and spend time in the nursery setting.

