

**LB1 - Hollybrook**

Seagarth Lane  
Southampton  
SO16 6RL

**LB2 - Bassett**

425 Winchester Road  
Southampton  
SO16 7DE

PROSPECTUS



“Your child is the centre of our world”

Email: [admin@littleberriespreschool.co.uk](mailto:admin@littleberriespreschool.co.uk) or  
[littleberries@ymail.com](mailto:littleberries@ymail.com)

Website: [www.littleberriespreschool.co.uk](http://www.littleberriespreschool.co.uk)



# Welcome

My name is Mary Elia and it gives me great pleasure to introduce and welcome you to Little Berries Preschools. I have the privileged position of managing both preschools and it's my job to ensure that all children who walk through the doors of Little Berries Preschools receive the best quality care and education.

Learning and well-being is our core purpose. I am very aware of the impact that Early Years Education has on young children which is why I am so passionate and committed to delivering high quality education. We champion challenge and learning within a safe and happy environment where everyone is considerate and respectful of each other. The highly skilled and qualified staff spend a great deal of time tuning into your children to meet their individual needs. We deliver an enriching educational programme and provide activities and experiences which support and allow all children to flourish and fulfil their potential. Here at Little Berries we work closely with parents to ensure that the time their child spends with us is safe, happy and stimulating; we see parents as partners and value their contribution and input. I feel privileged to be the Manager of two preschools which have such strong involvement with their community and are so inclusive and diverse.

Sincerely,

*Mary*

**Mary Elia**  
Manager  
Little Berries Preschool



*The manager is highly inspirational. She has worked extremely hard to improve the quality of the pre-school since the last inspection. She very successfully incorporates the views of parents, staff and children to ensure excellent improvements.*

**OFSTED Report November 2017**



# Our Settings

Little Berries Preschool operates across two sites in Southampton. We are committed to providing a safe, secure, happy and welcoming environment for all our children and their families.

Across both settings, practitioners provide a holistic education to all children aged 2 to 4 years through our stimulating environment and wide range of activities. Our service is fully inclusive; we value diversity and promote equality.

## Little Berries Hollybrook (LB1)



Seagarth Lane,  
Southampton, SO16 6RL

**Telephone:** 023 8091 5533

**Mobile:** 07982 175170

**Manager:** Mary Elia

**SENDco:** Lauren Turner

## Little Berries Bassett (LB2)



425 Winchester Road,  
Southampton, SO16 7DE

**Telephone:** 023 8077 3206

**Manager:** Mary Elia

**SENDco:** Paula Morgan



# Purpose & Values

To holistically educate and care for children aged 2 to 4 years. Valuing all children and parents whatever race, gender, disability and culture.

## **Our setting aims to:**

- Provide high quality care and education for children below statutory school age
- Work in partnership with parents to help children to learn and develop
- Add to the life and well-being of the local community
- Offer children and their parents a service that promotes equality and values diversity.
- Achieve an holistic based provision, not only caring and educating children, but also supporting and meeting the needs of parents and carers
- Ensure the children in our care are encouraged to learn and become independent. By providing a safe enabling environment and a well planned curriculum, so children can learn at their own pace through activities based on their interests.
- Build strong relationships with parents/carers so they are supported, treated with courtesy and understanding and work with the setting to promote their child's learning and development.
- Ensure staff access continuous high quality training, which contributes to the settings quality of service and the provision of a high standard of preschool education.



*Children benefit enormously from the stimulating environment and excellent range of high-quality, easily accessible resources which promote their learning indoors and outdoors well.*

*OFSTED Report June 2015*



## Early Years Foundation Stage

At Little Berries we advocate 'learning through play'. It is through this principle that we deliver The Early Years Foundation Stage (EYFS).

The EYFS sets the standards that we as a provider must meet to ensure that the children attending our settings learn and develop well and are kept healthy and safe. The EYFS promotes teaching and learning to ensure children's "school readiness" and gives children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life.

For more information about the EYFS please see our policy available in the policies section of our website or for a range of resources visit; [www.foundationyears.org.uk](http://www.foundationyears.org.uk)

## Learning Journals TAPESTRY ONLINE LEARNING JOURNAL

As part of the EYFS each key person makes observations, assessments and plans for each individual child to help your child progress through the foundation stage. We record this information in your child's learning journal which can be accessed online through a program called '**Tapestry**'.

Tapestry is a system, which is hosted in the UK on secure servers. You will have secure access (via email address and password) to your child's Learning Journal and, in addition to viewing our contributions, we encourage you to add to it by uploading photos and comments, or commenting on observations made by us.



# Ofsted

## Little Berries Hollybrook (LB1)

Date of Inspection: 13th November 2017



- ◆ Effectiveness of leadership and management Outstanding
- ◆ Quality of teaching, learning and assessment Outstanding
- ◆ Personal development, behaviour and welfare Outstanding
- ◆ Outcomes for children Outstanding

*Staff form excellent bonds with the children, who are exceptionally emotionally secure. Children settle very quickly and behaviour is exemplary. Children develop impressive levels of independence and show an excellent can-do attitude. They are highly motivated to learn and make rapid progress from their starting points.*

## Little Berries Bassett (LB2)

Date of Inspection: 5th November 2019



- ◆ Quality of education Good
- ◆ Behaviour and attitudes Good
- ◆ Personal development Outstanding
- ◆ Leadership and management Good

*Staff place children's well-being at the centre of all they do. They place a strong focus on building children's personal, social and emotional development. Strong bonds with staff help children to feel safe and secure. This successfully helps children to develop excellent levels of confidence, resilience and emotional maturity, in readiness for school.*



# Safeguarding

Little Berries Preschool is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Safeguarding is the action that is taken to promote the welfare of children and protect them from harm. All adults in our community work together to protect our children. It is our highest priority.

Safeguarding means:

- Protecting children from abuse and maltreatment
- Preventing harm to children's health or development
- Ensuring children grow up with the provision of safe and effective care

Taking action to enable all children and young people to have the best outcomes.



The Designated Safeguarding Lead is Mary Elia.

The Deputy Safeguarding Lead is Paula Morgan.

Child protection is part of the safeguarding process. It focuses on protecting individual children identified as suffering or likely to suffer significant harm.

Parents and carers work in partnership with the preschool, and we recognise that from time to time you may need support.

If you have any serious concerns about your child or any other child at Little Berries Preschool, please do not hesitate to contact the Designated Safeguarding Lead who knows who to contact for the best advice and help and is experienced in using the appropriate degree of confidentiality.

We have a Safeguarding Policy and procedures in place at the preschool.



## Sessions

We offer a variety of session times available Monday to Friday during term time.

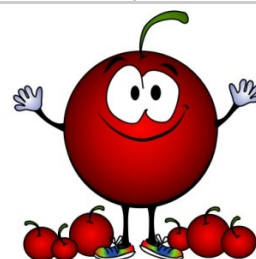
We also run a holiday club at our Hollybrook site during an additional 6 weeks of the year.

### Little Berries Hollybrook (LB1)

Session	Timings
Morning	8:45am - 11:45am
Afternoon	12:15pm - 3:15pm
Pre-School Day	8:45am - 2:45pm
Pre-School Day Plus	8:45am - 3:15pm
Extended Day	8:30am - 4:00pm

### Little Berries Bassett (LB2)

Session	Timings
Morning	9:00am - 12:00pm
Afternoon	12:00pm - 3:00pm
Pre-School Day	9:00am - 3:00pm







## Fees (where applicable)

Over 15 hours or before eligible for funded hours:

£6 per hour for all aged children from September 2022.

- Fees should be paid promptly and IN ADVANCE
- You can pay by cash, cheque, BACS or childcare vouchers
- ALL Absences must be paid for
- If you fall into arrears your child's place at preschool will be at risk
- If you wish to reduce your child's sessions we require at least 4 weeks notice

In addition, there is a **Consumables Fee** to help cover the costs of snack, cooking ingredients, Tapestry, cleaning, music enrichment, resources and play equipment. This list is not exhaustive.

Up to 18 hours - £5.00 per week.  
Over 18 hours - £10.00 per week.



## Funding

### Funding for 2 year olds

From 1 April 2014, Southampton City Council is able to offer eligible two year olds up to 570 hours of early education per year over a minimum of 38 weeks from the term after your child's second birthday. This means the maximum you can take in one week is 15 hours, or you may wish to 'stretch' this funding i.e. your child has fewer hours a week so they can attend the setting during our additional weeks (holiday club). This funding will continue until your child is able to claim their three year old place, available for all children.

### Funding for 3 & 4 year olds

Your child is funded from the term AFTER their 3rd birthday. They are entitled to 15 and 30 hours funding per week (depending on eligibility). Any hours over the 15 or 30 hour entitlement that your child attends pre-school are charged at the rates listed above. You will be asked to complete a funding form once your child has been offered a place to receive the free entitlement and provide a copy of your child's birth certificate. These must be returned as soon as possible, otherwise your free entitlement could be delayed and you will be required to pay.



# Applying for a Place

If you are interested in sending your child to one of our preschools, we can offer you a tour of the setting where you will get to meet with members of our team and see what we do. We are very proud of what we do and love the chance to enthuse about it! It's also a great opportunity to discuss any questions you might have. You are welcome to come and visit the preschool on any day at any time, all we ask is that you **avoid the morning drop off time 8:45am and lunch time 11:45am - 12:15pm** as these are often our busiest times.

Please complete an online application form to add your child to our waiting list in the apply section of our website. **Children can be placed on our waiting list at any time and at any age** although we recommend returning your child's application form as soon as possible.

Applications are prioritised by Date of Birth (**Children aged 3+ are given priority**), spaces are then offered to younger children accordingly. Consideration will be given to the sessions required, availability, age and any specific needs.

We will make you an offer of a preschool place after we have processed your application or your child will be added to the waiting list. Your child will stay on the waiting list for the remainder of the academic year unless you request for them to be removed. At intervals, we will contact the waiting list for renewal. This is to ensure that we hold the most up to date information regarding your requirements. Names will be removed from the waiting list at this point if you do not complete the waiting list renewal form. We will start to contact parents/carers around April of the school year prior to the year of starting.

To accept an offer, the forms **must be returned within 14 days** or places will be allocated to other children. Once the spaces still available are then calculated, offers will be made to those starting in the spring term and so on.

