

# The Giles Nursery and Infants' School

## Nursery Admissions

September 2025 / January 2025



*“a kind and caring school”*

Ofsted: February 2023

The Giles Nursery and Infants' School  
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Headteacher: Mrs Rouane Mendel  
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Chairs of Governors:  
Professor N Rogers & Mrs B Khanom

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



At The Giles Nursery and Infants' School we provide children with the best possible educational start. Our ethos is one of aspiration and high achievement, and our values underpin all that we do.

- Positive attitudes to learning
- Creativity and a sense of self-confidence and self-esteem
- Equality of opportunity, independence, individuality, tolerance, sensitivity and cooperation
- Good relations, respect for others and the environment
- A broad and balanced creative curriculum
- Pupil achievement by providing quality experiences

Our Nursery works in partnership with parents and families to provide a caring and safe introduction to every child's educational career. The Nursery is well staffed and our team is knowledgeable and well experienced in how children develop and learn.



We aim to:

- Meet the individual needs of every child;
- Ensure each child makes the best possible progress;
- Support each child to play, develop and learn in a happy, safe and creative way;
- Instil confidence and a love of investigation and learning.

We have a wide range of well-maintained facilities to enhance our children's learning experiences. The Nursery has recently had an external refurbishment, with new outdoor equipment to support the children's learning through play, as well as an extension to the interior providing additional learning space.

Please visit our website, [www.gilesnurseryandinfants.co.uk](http://www.gilesnurseryandinfants.co.uk), for more information on our approach to learning.

### **Our Staff Team**

We place great value on having a highly qualified, experienced staff team. All our children benefit from an excellent staff:pupil ratio, which means:

- Each child is exceptionally well supported to achieve their early learning goals;
- A smaller number than usual in pupil groups means that children can participate in a wider variety of activities at any one time;
- Progress is closely and regularly monitored and assessed, with any interventions specifically designed and targeted to meet individual needs.

A high staff:pupil ratio also means that we are able to provide high quality, consistent support throughout the Foundation stage for all pupils.

At the end of the Nursery stage, children who stay with us are assured of a smooth transition into the Reception year. We take pride in the level of support we provide at this crucial stage of our children's development. During the summer term Nursery children spend time in the Reception classrooms, getting to know the staff, as well as the physical layout of the dedicated Reception block and outdoor areas. Nursery and Reception staff also meet together to discuss in detail the progress, attainment and achievement of each child to ensure their needs continue to be met on an individual basis.

### **Parental Engagement**

We place great value on our relationship with our parents and carers, and their close involvement is critical to our pupils' learning and achievement. As well as having an "open door" policy, we actively engage parents and carers in other ways; for example:

- Stay and play sessions;
- Curriculum talks, discussions and presentations;
- Parent-teacher consultation meetings.

We believe it is important that we communicate with parents and carers at every stage of their child's development, and we know that parents value this highly.

### **Our Nursery Offer**

All children from the term after they are three are entitled to 15 hours of free early education for 38 weeks per year until they start full-time school, usually after their fourth birthday. At the Giles Nursery we are able to offer either:

a morning place – 15 hours per week, over 5 mornings, 0830 – 1130, during school term-time; or  
an afternoon place – 15 hours per week, over 5 afternoons, 1230 – 1530, during school term-time.

We also offer extended 30 hours free provision to eligible families, running alongside the standard 15 hours morning or afternoon place. Such offers are always subject to availability, and for term-time only. To see if you qualify for this scheme please visit [www.childcarechoices.gov.uk/](http://www.childcarechoices.gov.uk/). Please note that our 30 hour provision ends at 10.30am on a Friday and additional hours may be purchased to cover the whole of that day.

Families who are not eligible may be able to purchase additional sessions, subject to availability.

### **Early entry to Nursery – January or April 2025**

We are able to offer a limited number of places for children to start Nursery early. For 2025 this applies to children born between 1<sup>st</sup> September and 31<sup>st</sup> December 2021 and is subject to agreement with the Headteacher, taking into account the child's readiness for Nursery. Applications for early entry should be made from November 2024.

### **Nursery Lunch Club**

The lunch club runs from 11.30 to 12.30 each day. This is included within the 30 hours free provision. For other children there is a small charge per session to cover our additional costs. All lunch club sessions must be booked in advance and children will need to bring in a packed lunch from home.

## **Home / School Communications**

The website is an excellent way of keeping in touch with what is happening in the Nursery and school. Newsletters are also produced on a weekly basis, usually on a Friday. These are circulated by email and also published on the school website. Parents can contact the school at any time, either by phone or email.

## **Friends and Relatives of Giles (FROG)**

FROG is our parent teacher association, which is open to any friends or relatives who wish to support the Nursery and the school. FROG usually holds a variety of events throughout the year to support the life of the school. During the Covid pandemic activities have been restricted; we hope, however, to hold more events over the next year.



## **Safeguarding and Child Protection**

We take our duty to safeguard and promote the welfare of our pupils very seriously and work closely with all agencies concerned to support the safety and wellbeing of our children and their families. All adults working in school have an enhanced DBS (disclosure and barring service) check and are required to attend safeguarding training. Our Designated Safeguarding Lead is Mrs Rouane Mendel, Headteacher.

## **Inclusion and Additional Needs**

The staff in Nursery have considerable experience in supporting children with a wide variety of additional needs. Our SENCO supports teachers to write individual education plans for children, and helps to organise a variety of learning interventions. The school works with outside agencies; for example, speech therapists or family support workers, and we seek specialist advice wherever appropriate.

## **Professional Links**

The school has links with different organisations to support our work and to aid professional development. Examples include working with Sporting Futures to develop PE in school, Herts for Learning to support staff development, and the University of Hertfordshire in support of teacher training.

## Community Links

The school has links with local organisations and community groups. During the year we hold charity fundraising events, e.g. supporting Children in Need. This way we encourage the children to be more aware of the needs of others in both the local and wider community.

## School Milk and Fruit Schemes

Children are provided with a piece of fruit and a drink of whole milk every day. Whilst your child is in Nursery these are free of charge. Parents should ensure that staff are aware of any allergies that their child may have.

## Admissions

There is an application form included with this information. If you need another form this can be downloaded from the school website or requested from the school office.

Applications may be submitted from 1<sup>st</sup> November 2024.

Allocations are made in line with our admissions policy which is published on the school website – please ensure you refer to this for full information as the process has changed from previous years.

In-year applications, for example where families may have moved into the area, may also be made directly to the school.

Entry to Nursery is usually done as a single intake in September, although early entry may be available in the January prior. In exceptional circumstances children's transfer to Reception (summer born children) may also be deferred by agreement with the school in consideration of a child's individual needs.

Once children have been allocated a place at the Nursery, there is a transition programme to help the children become familiar with the new environment. This includes meetings for parents and carers giving the opportunity to find out more about life in the Nursery and to have any questions answered.

## Moving on....

The majority of our Nursery children stay with us, transferring into Reception at the end of their time in Nursery, although some families may choose an alternative provision. Reception places are not automatically allocated, and parents/carers must make an application during the autumn term of the Nursery year - reminders are sent out as the time approaches.



We hope that this leaflet has given you a flavour of life in our Nursery at The Giles Nursery and Infants' School. Much more information is available on our school website, and we are available to answer any questions you may have. Please email [admin@gilesinfants.sch.uk](mailto:admin@gilesinfants.sch.uk)