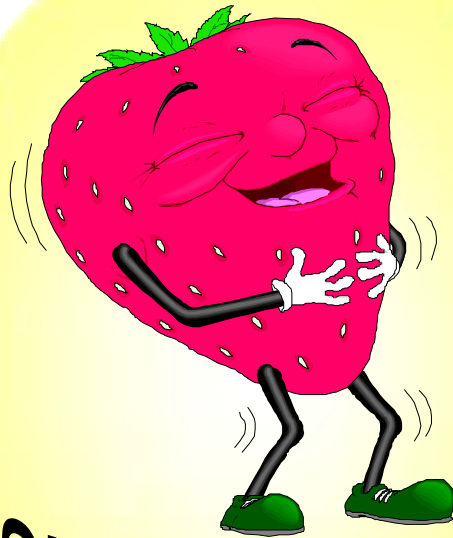




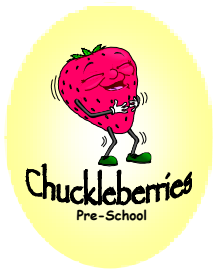
New Opportunities Fund  
**LOTTERY FUNDED**  
[www.nof.org.uk](http://www.nof.org.uk)

# Prospectus



**Chuckleberries**  
Pre-School

**Let your child chuckle!**



**Welcome  
to the world  
of Chuckleberries!**

Chuckleberries Pre-School opened at Bury Village Hall in September 2003. A member of West Sussex Early Years Network and the Pre-School Learning Alliance, Chuckleberries operates as a community pre-school in the form of a non-profit-making charity. This means all funds are ploughed back into the pre-school to improve the quality of provision for the children.

Our ethos is to provide a cheerful and welcoming, club-style learning environment for children aged 2 up to 5 years old, where every day is a fun experience for the children and every day becomes an "I want to go to Chuckleberries" day.

Chuckleberries has been Ofsted inspected and started the West Sussex Kitemark Quality Assurance scheme in January 2005.

Throughout our prospectus we hope to give a broad explanation of the activities and operation of Chuckleberries, but please feel free to contact the Supervisor or the Chair for further information.

**Chuckleberries Pre-School  
Bury Village Hall  
The Street  
Bury  
Nr Pulborough  
West Sussex  
RH20 1PF**

**Tel: 01798 831407 (hall)  
Tel: 07902 517612 (Supervisor)**

**E-mail: [info@chuckleberries.co.uk](mailto:info@chuckleberries.co.uk)  
Website: [www.chuckleberries.co.uk](http://www.chuckleberries.co.uk)**

**2 to 5 years**

**Tuesday, Wednesday  
and Friday**

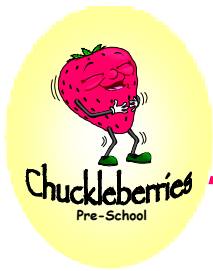
**9.00am to 2.30pm**

**46 weeks of the year**

**Holiday Clubs**

**Indoor and Outdoor**

**Let your child chuckle!**



# INTRODUCTION

---

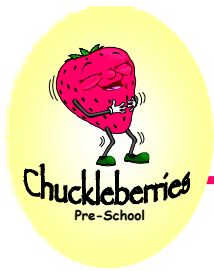
Chuckleberries is open for 46 weeks of the year, consisting of term times (three days per week) and Holiday Clubs during school half-terms and holidays (three days per week), excluding Christmas. Chuckleberries is closed on public holidays and polling days. All sessions run from 9.00am until 2.30pm.

Our Holiday Clubs are open to children attending the regular term-time sessions and also to children attending other providers during term-time, if places are available. Registration for Holiday Clubs is on a first-come, first-served basis and early booking is therefore recommended.

Chuckleberries is run at Bury Village Hall which is situated in the heart of the peaceful, rural village of Bury, near Pulborough, West Sussex. Recently refurbished, the hall provides spacious and bright accommodation enabling a wide variety of activities to be undertaken within a warm, welcoming, safe and secure environment. The adjacent facilities of Bury Green, with its modern playground equipment and large, secure grassy area, are well maintained and are used daily. There is a large off-road car parking area and easy access to the hall, including disabled access.

Chuckleberries is set up and run by a Voluntary Management Committee, who act on behalf of all the parents. We recognise that the staff looking after the children are an important feature in choosing a pre-school. We therefore take great care to employ experienced, qualified, committed and approachable staff with particularly warm and friendly natures to care for each child sensitively and positively as an individual. We also ensure that our staff are able to offer high quality activities with imagination, zest and enthusiasm in order to achieve maximum fun and happiness for all. Our staff and regular volunteers work together as a team and offer a naturally high level of interaction with the children, by playing with them, caring for them, explaining new concepts and stimulating an interest in learning. We operate a keyworker system, whereby each child has one specific point of contact for parents and our staff are kept up-to-date with developments within the childcare sector by attending relevant training courses.

Chuckleberries promotes equality of opportunity for children with special needs, ensuring that all children have the appropriate opportunities to learn through play and that all families feel welcome. Children do not have to be fully toilet trained to attend Chuckleberries.



# ACTIVITIES

---

The driving force at Chuckleberries is to provide "lots of opportunity for your child to chuckle!" As well as following the Early Years Foundation Stage curriculum, and developing a positive attitude towards learning, Chuckleberries' objective is to provide a fun, club-style pre-school which really enhances the children's imagination, creativity and self-confidence. We offer plenty of free play within an organised structure to help the children make sense of their world through play.

Whilst having fun, we ensure that each child is nurtured as an individual and gently encouraged to develop social skills within a warm and friendly group, with good manners and acceptable behaviour being actively reinforced.

Chuckleberries also offers enhanced activities such as cookery and music, and we introduce different cultures through our Knowledge of the World activities and daily provision.

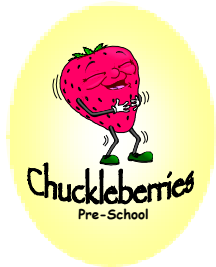
The hall is colourfully divided into separate areas and we are very aware of the importance of displaying the children's work attractively. There are always interesting and topical displays incorporated into the layout for all to see.

We operate a free flow system of choice and activities so that the children investigate and explore their surroundings and learn through their experiences and play.

Bury Green is also used on a regular basis, weather permitting, complemented by village excursions and outings relating to the curriculum to enrich their pre-school learning.

Strong links with local schools assist in the overall preparation for the children's eventual entry to primary school. In particular, we have established a close link with Bury Primary School, which includes ad-hoc visits and fun events at the school. During the term prior to leaving for 'big' school we run transition sessions for the children to prepare them.

The activities undertaken during our Holiday Clubs are more orientated towards fun and games but are still planned within the curriculum guidelines.



# CURRICULUM

---

## **EARLY YEARS FOUNDATION STAGE** (New September 2008)

### **PERSONAL, SOCIAL AND EMOTIONAL DEVELOPMENT**

We view social development as a major, important aspect of the pre-school experience. We aim to develop the children's inter-personal skills, such as building friendships, sharing, caring, equality, understanding feelings, helping, working together and taking responsibility for the environment and themselves. Self esteem and self confidence are developed and emotional expression encouraged.

### **CREATIVE DEVELOPMENT**

We like to feel that Chuckleberries offers a highly imaginative variety of creative activities. In addition to the traditional creative outlets we also aim to introduce the children to alternative methods of creative expression and extend this also into our drama and music workshops.

### **COMMUNICATION, LANGUAGE AND LITERACY**

A wide variety of means are used to help extend the children's vocabulary and fluency, such as stories, rhymes, poems and songs. Drawing materials are always available for the children to express themselves as they wish, to develop their fine motor skills and to understand the purpose of writing.

### **PROBLEM SOLVING, REASONING AND NUMERACY**

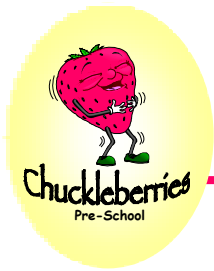
We use a wide range of play tools to develop the children's mathematical thinking, such as counting, matching, sorting and sequencing with numbers, colours, size, weights, shapes and patterns. We also extend this to our creative work and outdoor curriculum.

### **PHYSICAL DEVELOPMENT**

The facilities of Bury Green are used every day where possible, be it the use of the playground or games and PE sessions on the grass. The spacious hall enables us to offer physical play sessions whatever the weather as we have a good selection of physical play toys, ride-ons and PE equipment suitable for indoor use, as well as our music and drama sessions where children are encouraged to use their body imaginatively.

### **KNOWLEDGE AND UNDERSTANDING OF THE WORLD**

The children are introduced to a wide range of real life experiences through our interesting weekly themes, which are thoroughly discussed and then expanded upon in our indoor and outdoor activities.



# A TYPICAL DAY

---

A typical day at Chuckleberries is a happy one where each child learns something new and comes home with a smile on their face.

The following is an example of a session format and also allows for adaptations dependent upon the curriculum of the day/week and may be subject to change.

0900-0915 Self registration and settling in

0915-0945 Indoor and outdoor free play

0945-1000 On the mat time - rules, colour, number, letter

1000-1045 Free play and adult led activity

1045-1100 Wash hands and snack time

1100-1200 Outside play / activity

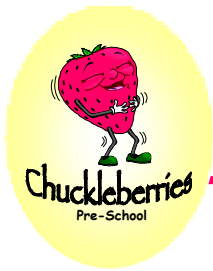
1200-1230 Tidy up time / song / wash hands for lunch

1230-1300 Lunch time inside or outside

1300-1315 Group game / activity

1315-1415 Quiet time - music, stories, puzzles, drawing, resting

1415-1430 Getting ready to go home / going home song



# ADMISSIONS

---

Children are welcomed at Chuckleberries from the age of 2 years up to 5 years old, when they go on to primary school. They may attend for any number of sessions during a week.

We operate a waiting list from the time of registration on a 'first-come, first-served' basis, with consideration given to the child's age. If you would like your child to attend Chuckleberries please complete a Registration Form and return it, together with a deposit of £15, to The Treasurer at the Bury Village Hall address as soon as possible to secure your position on the waiting list. This deposit also secures a Chuckleberries T-Shirt and a reading bag. Parent's preferences for session days will be met if possible, depending upon the waiting list and available sessions.

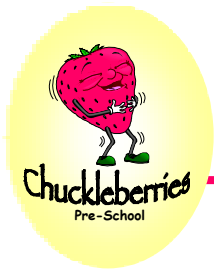
A few weeks prior to your child starting at Chuckleberries you will receive an Admissions Pack which includes detailed information on the day-to-day operation of the pre-school, together with a series of forms for completion.

You are very welcome to attend a session with your child prior to the start date (by appointment), if you wish. However, you are able to stay with your child during their first few sessions until you feel happy to leave. A settling-in programme is discussed for each individual child with the child's keyworker.

On each child's first day they will be given a gradual induction on the activities and routines of the pre-school to make them feel welcome and part of the group.

We like to keep parents regularly informed of their child's progress at Chuckleberries and the activities being undertaken. Parents are always welcome to discuss their child's progress with their keyworker and become involved in the operation of Chuckleberries wherever possible.

Chuckleberries operates under a set of policies and procedures, fully inspected and approved by Ofsted, and which are regularly reviewed to ensure the needs of the children, parents and staff are met and that guidelines and regulations are clear to all.



# FEES

---

Fees are due half-termly in advance and parents are sent an invoice two weeks prior to the end of each half-term.

Our fees are currently £19.69 per session.

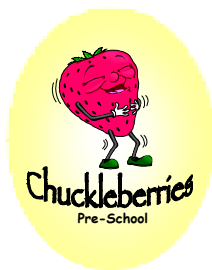
To ensure that children have access to good quality early education every child is entitled to government funding from the beginning of the term after their third birthday.

As a registered provider, Chuckleberries will receive this funding directly, if applied for successfully before the beginning of each term. This funding will be offset against the fees you pay and will be clearly shown on your invoices.

Our fees include a mid-morning healthy snack and drink and all costs for activities undertaken. The only additional costs that may be incurred are for extraordinary outings once or twice a year.

All sessions must be paid for even if the child does not attend for any reason, including illness or holiday taken during term time. We also have a notice period of one half-term being given, should your child need to leave Chuckleberries.

Fees for Holiday Clubs are payable on the first day your child attends the Club and will be payable for all the days agreed that your child will attend.



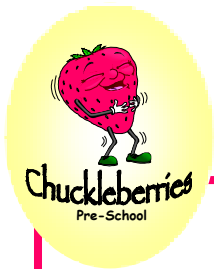
**Chuckleberries Pre-School**

Bury Village Hall, The Street, Bury, Nr Pulborough, West Sussex RH20 1PF

Tel: 01798 831407 (hall) Tel: 07902 517612 (Supervisor)

Website: [www.chuckleberries.co.uk](http://www.chuckleberries.co.uk) E-mail: [info@chuckleberries.co.uk](mailto:info@chuckleberries.co.uk)

Registered Charity Number: 1099029



# PRE-REGISTRATION FORM

*Yes, please pre-register my child for pre-school fun  
and learning at Chuckleberries.*

*Parent's name: .....*

*Address: .....*

.....

.....

*Home telephone: .....*

*E-mail: .....*

.....

*Child's name: .....*

*Date of birth: ..... Gender: .....M../..F.....*

*Start date: ..... Start age: .....*

*Preferred days: .....*

.....

*Are you interested in your  
child attending Holiday Clubs?: Yes/No*

*Half terms?: Yes/No No of days: .....*

*Easter?: Yes/No No of days: .....*

*Summer?: Yes/No No of days: .....*

.....

*How did you hear about Chuckleberries? .....*

**Please return completed form to:**

***The Admissions Secretary, Chuckleberries Pre-School, Bury Village Hall, The Street,  
Bury, Pulborough, West Sussex RH20 1PF***

