



Boughton Monchelsea Playgroup Association
Village Hall, Church Street, Boughton Monchelsea,
Maidstone ME17 4HN

Our Playgroup operates from the Village Hall holding 9 sessions per week, 5 mornings 9.00am to 12.00 and 4 afternoons 12.45pm to 3.45pm. The afternoon sessions are more structured and give opportunities for activities such as visiting the local primary school and focussed small group work. We regularly accommodate up to 80 children in these 9 sessions aged from 2 to 5 years old. Children are accepted from all areas, but preference is given to children of the Parish when this is necessary. To register your child you need to complete an application form downloadable from our website www.bmplaygroup.co.uk and pay a £20.00 administration fee which is used towards the cost of taster sessions before your child starts and a Playgroup t-shirt when they starts.

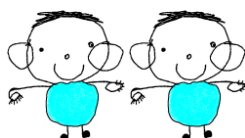
Each session is 3 hours in length and costs £26. All fee calculations are made for a whole term. The term following a child reaching the age of 3 is when they qualify for Free Early Education Funding from KCC which is for up to 15 hours per week. 30 hours of Free Early Education may be available subject to eligibility criteria, please see separate pages. More information is available at www.kent.gov.uk/freechildcare. We are also registered for children eligible for the Free For 2 Funding.

Children are able to attend stay at playgroup for their lunch to extend their session, the options available are to attend from 9-12.45, 12-3.45 or a whole day from 9-3.45 (parents to provide a packed lunch) and is available to all children. These extended sessions are covered by funding if there are hours available if not they are charged at a percentage of the hourly rate of £9.00. For further information please speak to Sara or Jane.

We have 13 members of staff who work at the Playgroup with the children and an administrator who works together with the staff and committee in ensuring all paperwork and procedures are up to date. We operate a 1:4 adult to child ratio for children aged 2 and a 1:6 ratio for children aged over 3, when possible, which exceeds the government requirements which are ratios of 1:5 for children aged 2 and 1:8 for children aged over 3.

To find out availability of sessions you should speak to the Administrator (Jane Clarke), she can be contacted on 01622 747431 or via the Playgroup. A waiting list is held which is sorted in age order and once a completed application form and payment of the administration fee is received the child will be placed on this waiting list. The Administrator contacts a parent once a place becomes available. The main intakes for new children are in September (the beginning of term 1), January (the beginning of term 3) and April (the beginning of term 5) although if spaces are available children can be accepted at any time throughout the year.

For more information, please visit our website www.bmplaygroup.co.uk or if you would like to arrange a visit please call 07999 824478.



Registered Charity No 1037839

Ofsted: 127031

URN: 514669

A member of the Early Years Learning Alliance

Our playgroup was opened in 1968 and is held in the village hall with full access to the recreation ground and play area. We have good links within the local community and with many local primary schools including Boughton Monchelsea, Loose, Coxheath and Tiger Schools.

The Playgroup is registered and inspected in accordance with the guidelines contained in The Children Act 1989 to ensure that:

- Childcare provided at Playgroup is suitable and safe
- All members of staff involved in childcare are suitable to do so and hold an enhanced Disclosure and Barring Service (DBS) certificate
- The premises are safe and appropriate for children
- Activities are planned around each individual child to enable them to enjoy learning through play.
- Staff: child ratios comply with and often exceed government guidelines.

To aid children with the transition to school, reception teachers from all the local schools are invited into the Playgroup to meet the children that will be attending their schools. In the summer term. We offer visits to the Boughton Monchelsea Primary School for an hour one afternoon a week.

How playgroup is organised

As a member of the Early Years Alliance the playgroup is run according to the terms of a constitution by an elected committee. Although this sounds formal it means that everyone using the playgroup has a share in it and has a responsibility to run the playgroup in order to give children the best start.

The Committee is elected each year at the Annual General Meeting (usually held in January/February). It is made up of parents/carers who have volunteered to be responsible for making decisions about finances, fundraising, policies, facilities and the day to day running of the Playgroup and to act as the Staff's employers. Without the elected committee of parents Playgroup would not be allowed to operate and would have to be closed so we appreciate the time and support offered by the committee members.

The staff

Boughton Monchelsea Playgroup is very fortunate to have a team of dedicated, hardworking and qualified staff with many years' experience between them. Much of the Playgroup's success is due to the high calibre of the Staff and their commitment to a high standard of care and education for your child.

Each child is allocated a keyperson who will be available to help settle you and your child into the playgroup routine and will keep records on their progress through observations and photographs and track their development in accordance with the Milestones Assessment Toolkit. This information is recorded in a Learning Journal which is sent home twice a year. Parents/carers are invited to attend meetings with the keyperson to discuss their child's development. We offer an open door policy and are always available to discuss any concerns with parents/carers.

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