**Outline of a typical day**

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| **8.30 am** | **Preschool doors are open.** You can use this time to read or play with your child with the equipment which is set out, or you may like to use this time to look at the displays, to share your child’s record with them or add something to it together. **( Please respect the rights of other parents and children and only ever look at your own child’s record at this time)** |
| **8.45 am** | **Preschool session starts** with a free choice session in which the children decide where and what to do, in either of the rooms or outside. Staff will be very happy to help you to settle your child if needed, please do not hesitate to ask. The Playleader or Deputy will be available on the door if you need to discuss anything at this time too. |
| **9.00 am** | **The exterior doors are now locked** so that all staff can be available to work with the children. If you have chosen the later start time, or are delayed don’t worry, a member of staff will come to the door to greet you and settle your child in.Café style snack will be available from 9.15 approximately. |
| **10.30 am** | **Together time.** During this time the children willbe in their key groups doing a variety of activities with their key person. These sessions will be short and involve lots of interaction and children will be encouraged to develop listening and concentration skills as well as getting to know each other better. |
| **10.50 am**(approx) | **The second session of child initiated play** during whichstaff support children to develop their learning by choosing from the activities/areas available and then to explore either on their own, with a friend, in a group with or without an adult. During this time staff will be carrying out observations which are then used to plan the next steps for the children. Staff may work with individuals or small groups on planned or spontaneous activities during this period eg “Letters and Sounds” a music or a planned craft activity.During this session there will also bea specific activity offering active physical play eg balls, bikes, music and movement, parachute games etc either inside or out depending on the weather and the nature of the activity.Tidy up time. We encourage children to care for equipment at all times but towards the end of this session staff and children will tidy up together. |
| **11.30 am**(approx) | **Story and singing time** The children join together now for stories and singing in one or two groups. This is also when we celebrate anything special like a birthday or other achievement. This is a time when we again encourage the children to focus and listen to the adult and to other children as well as to participate. |
| **11.45 am** | **Home time/Lunch time.** Some children are going home, while the other children including any who have arrived for the afternoon, prepare for lunch. The Playleader or Deputy will always be available at this time if you would like a word about anything but could we please ask you to be extra careful to keep to our procedures during this period to ensure that all of the children stay safe at all times. |
| **11.45-12.45** | **Lunch Time.** Children and staff sit together to eat packed lunches. During this time children have an opportunity to learn about food, aspects of healthy lifestyle and to develop their language and social skills. |
| **12.45pm** | On our short day this is home time for the remaining children, or just for some and arrival time for others on our full days. |
| **12.45-2.45pm/3.15pm** | **Afternoon session.** Depending on numbers, the weather and energy levels this session like the morning ones will be a balance of indoor and outdoor play and learning, quiet time, child initiated learning and small group work. It will finish with tidying up and then a whole group activity usually a story or singing. It will end **at 2.45 (or 3.15pm.)** |