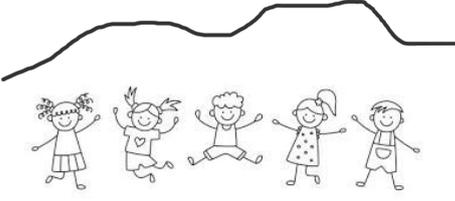


	<p style="text-align: center;">3@Cradoc Statement of purpose <u>1 September 2025</u> 3@Cradoc, Ysgol Golwg Pen y Fan, Cradoc Campus, Cradoc, Brecon LD3 9LR Tel-01874 622555. Email- office.cradoc@golwgpenyfan.powys.sch.uk</p>	
---	--	---

Our Aims and Objectives.

3@Cradoc is based in the early years department on the Cradoc campus of Ysgol Golwg Pen Y Fan, where a child's emotional, social and physical development are of the utmost importance. We aim to provide an attractive and stimulating environment, where children feel valued and secure. This will enable them to become confident and enthusiastic learners and children will be encouraged to achieve their full potential. The setting staff follow The Welsh Government curriculum for funded non-maintained nursery settings with development pathway titled Belonging, Communication, Exploration, Physical Development and Well-being. Our vision

To provide a safe community centred setting with children's wellbeing at its heart.

The Setting.

3@Cradoc is a rural setting in the village of Cradoc in the Brecon Beacons, it is part of Ysgol Golwg Pen Y Fan. The setting is managed by the governors and has two responsible individuals, Mrs Sarah Court and Miss Beth Roberts, both of whom are Ysgol Golwg Pen Y Fan senior management staff. We care for up to 19 children per session from the age of 3 years old to the age when they enter full time school.

The setting is part of the open plan early years department on the Cradoc campus of Ysgol Golwg Pen Y Fan. The children have their own entrance and cloakrooms with access to 5 toilets with washing facilities. In addition to the main setting area there is a hall space that can be used and the outside school grounds.

Currently, we do not have any pets or animals on our premises.

Language.

The main language of the setting is English although incidental Welsh is used, and the development of the Welsh language is encouraged. Where children are from homes where English is not the first language the setting will make every effort to provide appropriate support for the child and in communication with the parents/carers.

Equal opportunities.

All children are equal and deserve equal opportunities; it is our policy to ensure that this is a reality. To achieve this, all of our children are given equal opportunities regardless of race, colour, ethnicity, religious belief, cultural backgrounds, disability or sex. We welcome children from all backgrounds and the setting will make every effort to provide for those with physical, behavioural and educational special needs. Please contact the setting to discuss your child's particular needs in confidence.

Admissions.

The setting is open to children from the age of 3 to the age when they enter full time school. All admissions are made through Powys County Council Pre-school admissions. The setting staff can give you more information about the process or information can be found on the Powys County Council website by searching for Powys County Council Preschool admissions department.

Email-admissions@powys.gov.uk

Telephone- 01597 826477

Address- Admissions Team, Powys County Council. Spa Road east, Llandrindod Wells, Powys LD1 5LG

Parents are encouraged to visit the setting before they register their child, this can be done by making an appointment that is convenient to both the setting staff and the parents. These are informal and give parents and children a chance to meet staff and see some of the fun activities we offer.

Children attending the setting must have a completed setting registration form submitted to the setting leader. This form is vitally important as it contains specific information about your child, such as allergies, emergency contact etc. A completed registration form is kept in the setting and a copy returned to the parents so that it can be checked periodically for accuracy and any change of circumstances. It is the parents' responsibility to notify the setting of any changes.

Opening hours.

The setting is open from 9.00hrs to 15.30hrs, Monday to Friday during school term time only. We do not open during the school holidays. A poster with the term dates can be seen on the setting notice board as you enter the setting. Parents/carers will be notified of any change to these dates in writing.

Staffing.

The setting always operates with qualified staff on duty and the ratio of staff to children is never over 1:8. The person in day-to-day charge of the setting has an NVQ level 3 or equivalent qualification or above and the appropriate experience of working with children. At least 50% of the support staff hold an appropriate Level 3 qualification or equivalent or higher. The staff all have a current enhanced DBS check. Ysgol Golwg Pen Y Fan takes responsibility for the appointment of staff. Training is available to staff and personal professional development is encouraged.

Meet the staff.

Responsible individual & Headteacher – Mrs Sarah Court.

Responsible individual & Deputy Headteacher – Miss Beth Roberts

Setting Leader – Mrs Ruth Davies

Setting Assistant- Mrs Ebony Lloyd

Routines.

The setting session starts at 9.00hrs. There is a regular routine to the day starting with registration followed by a wide selection of activities that are both adult focused and child led. These are based in the indoor area of the setting.

Staff plan outdoor activities on a regular basis that all children have the opportunity to take part in.

During the morning session the children have a break when they can have a drink and healthy snack that has been bought from home. We encourage the children to have a healthy snack of fruit or vegetables, cheese and cracker or natural or fruit-based yogurt. After the children have had their snack and a drink they have the opportunity to have a free play session outside.

Lunch is at 11.50hrs and children can either bring a packed lunch from home or a school lunch can be purchased through parent pay at an additional cost of £2.55 per meal. A copy of the menu can be seen on the notice board in the setting or on the Powys County Council website. The children eat lunch together in the setting with setting staff at hand to help and support them. School dinners are catered for by Powys catering services. We are happy to cater for any special dietary needs. We follow food allergy advice from the Food Standards Agency. All staff are trained and hold food hygiene certificates.

During the afternoon session the children will have access to a wide selection of both indoor and outdoor activities that are both adult and child led.

Parents come to the setting entrance door to pick up children at 15.30hrs or earlier depending on their choice of provision.

Activities.

Activities give all children the opportunity to access every development pathway. Activities are based around children's interests, a wide selection of activities are available for the children to explore both independently and with adult support. Staff ensure that all activities are suitable for each child to participate in and where necessary adapted to a child's individual needs.

Registration.

Parents are encouraged to visit the setting before they register their child, this can be done by making an appointment that is convenient to both the setting staff and the parents. These are informal and give parents and children a chance to meet staff and see some of the fun activities we have on offer.

You will then have to apply for a place to attend the setting by contacting Powys County Council School pre-school admissions department.

Email- admissions@powys.gov.uk.

Telephone- 01597 826477. Address – Admissions Team, Powys County Council, Spa Road East, Llandrindod Wells, Powys LD1 5LG)

Children attending the setting must have a completed setting registration form submitted to the setting leader. This form is vitally important as it contains specific information about your child, such as allergies, emergency contacts etc. A complete registration form is kept in the setting and a copy returned to the parent so that it can be checked periodically for accuracy and any change of circumstances. It is the parent's responsibility to notify the setting of any changes.

Arrival.

The session starts at 9.00hrs. The setting entrance is the first door to the school from the car park, for the safety of the children we encourage you to use the carpark rather than use the main road. When your child arrives, it is important that a member of staff sees your child arrive. This is so that both parents and the setting staff know that your child is safely in the setting. Cancellation of attending the session will be charged for unless 24 hours noticed has been given.

Collection.

Parents must give the name of all persons authorised to collect their child from the setting (this can be found on the registration form). Only persons named on this form will be able to take the child from the setting unless prior arrangements have been made with the setting leader. This can be done verbally at the beginning of a session, in writing, by email or by telephoning Ysgol Golwg Pen Y Fan (01874 622555).

Children are collected from the setting entrance and the person collecting the child needs to sign the child out.

If staff are unfamiliar with the person collecting your child staff will ask for details and for the family password.

Fees/Terms and conditions.

We are committed to keeping childcare cost affordable for families. There is a charge of £6.40 per hour for unfunded hours. Once your child has a funded place the term after their 3rd birthday for first 2 hrs (9.00-11.00 hrs) are funded. If you would like your child to attend after 11.00 hrs there is a charge of £6.40 per hour. Some families are eligible for The Childcare Offer for Wales enabling them to be funded for an additional 20hrs per week, this gives a child the opportunity to access a total of 30hours of funding per week. Please talk to a member of staff or follow the link below.

[Childcare Offer for Wales | Help With Childcare Costs Wales | GOV.WALES](#)

Should your child be collected late (after 15.30hrs) you will be charged at a rate of £10.00 for every 30 minutes, or part of, that the child remain in the settings care. In the case of an emergency the setting leader should be notified of the change of circumstances as soon as possible by either emailing the setting or by ringing the school (Telephone- 01874 622555)

Cancellation or failure to attend will be charged in full unless 24 hours' notice has been given in writing or via email to the setting leader.

An invoice will be sent from Powys County Council for any money owing that is not covered by funding. This invoice will give you the information you will need to pay for these hours.

Information and policies.

The setting has a notice board in the cloakroom at the entrance where information can be found about the setting, holiday dates, menus etc.

At the end of each term you will receive an observation report showing how your child has progressed over the term. Parents are also welcome to arrange a meeting with the setting leader if they would like to discuss their child's progress or have any concerns at a face-to-face meeting.

The setting staff will send out an annual parental questionnaire giving you the opportunity to share your opinion about the setting and give suggestions on how the setting can be improved. There is also a suggestions box in the setting. These are used to feed into the annual Quality of Care and SASS reports.

By asking the setting leader you can obtain a copy of the settings policies:

Additional Learning Needs Policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Admissions Policy

Assertive discipline and Behaviour Policy

Child and Parent/carer participation Policy

Complaint's procedure

Confidentiality and GDPR Policy and Privacy notice

Environmental awareness Policy

Equal opportunities Policy

Fire procedure and safety Policy

Food and drink Policy

Health care and hygiene Policy

Health, Hygiene and medical care Policy

Health and safety policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Inclement Weather Policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Intimate Care and Nappy Changing Policy

Lockdown Policy

Lost Child Policy

Payment of fees Policy

Physical intervention and restraint policy

Preventing extremism and radicalisation policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Safeguarding and child protection policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Selection of toys and equipment policy

Social media and E safety Policy (Adopted policy from Ysgol Golwg Pen Y Fan)

Uncollected children policy

Visits Policy

Arrangements for any emergency

In the case of an emergency, such as illness or an accident, parents/carers will be our first point of contact however should they not be available we would then contact the nominated person on the registration form. It is the parents/carers responsibility to inform the setting of any change of contact details.

Complaints.

The setting operates an open door policy, if however you have a complaint about any aspect of the setting please speak to the setting leader or one of the responsible individuals as soon as possible. We attempt to resolve any matter quickly and you will be kept up to date with what is happening and receive a full report in writing within 14 days,

If the matter remains unresolved you should bring it to the attention of the setting's nominated governor. In the final instance, complaints can be taken to the CIW. Contact details can be found on the contact page at the end of this statement.

Contacts.

The following people may be contacted with any queries, questions or complaints:

Responsible Individual & Headteacher – Mrs Sarah Court

Responsible individual & Deputy Headteacher – Miss Beth Roberts

Setting Leader 3 @ Cradoc - Mrs Ruth Davies

Setting Assistant - Mrs Ebony Lloyd

ADDRESS: Ysgol Golwg Pen Y Fan

Cradoc Campus

Brecon

Powys

LD3 9LR

TEL: 01874 622555

Email: office.cradoc@golwgpenyfan.powys.sch.uk OR DaviesT500@golwgpenyfan.powys.sch.uk

We are registered with CIW, **registration number W11000080**. Should you need to contact them about issues relating to our service then you can do so at the following addresses.

CIW

Welsh Government Office,

Sarn Mynach,

Llandudno Junction

LL31 9RZ

TEL – 0300 7900126

Email – CIW@gov.wales

The statement of purpose is reviewed on an annual basis and CIW are informed of any change within 28 days.

First issue - 2009	Latest review date – 1 Sept 2025	Next review date – Sept 2026	Reviewed annually
Reviewed by – Setting staff Ruth Davies Govenors	Previous reviewed – 10.11/10.14/10.15/10.16/10.17/11.18/03.19/07.20/06.21/01.22/ 03.23/ 09.24/1.3.25/04.25		