



# DUCKMANTON PRIMARY SCHOOL



## Nursery & NEST Prospectus

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## Welcome from the Headteacher

Welcome to Duckmanton Primary; the team are looking forward to meeting you.

This prospectus is intended to help you know more about life and organisation of our school. If any of your queries are left unanswered then please feel free to contact the school and we will try our best to find an answer.

We all work together here to provide a supportive, stimulating, and happy learning environment for the children. We value the members of our community and all aspects of achievement are celebrated.

We can only achieve the best for our pupils if we continue to develop our partnership with families, Governors, and the wider community. We value highly the support we receive from home. You are warmly welcomed into the classroom to help or to discuss how you can help your child at home.

We are also fortunate to have a Parents and Friends Association who sponsor many of our developments, through hard work and the generosity of those who support our events.

We are extremely proud of Duckmanton Primary School and we hope you too, will take pride in being a part of our community. We look forward to working with you and your child.

With best wishes  
**Mrs Emma Levers**  
Headteacher



## Welcome from the Chair of Governors

Our school has been very much a part of the Duckmanton community for a good number of years in its various buildings and circumstances. We are particularly proud of our school's reputation for its' friendly atmosphere and the care it shows, both for individual pupils and for those involved in the work of the school. However, as a governing body we recognise that we still have more to do. We are determined to strive for excellence for the children of Duckmanton and want the very best for them.

On behalf of the Governors I wish to thank you for showing an interest in our school, and it is with your support and co-operation that we can take the school further achieving the very best for your child.

I hope that the prospectus will encourage you to find out more about our work here.

Yours sincerely  
**Miss Sarah Scarborough**  
Chair of Governors



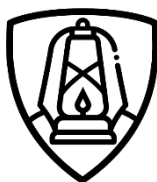
# All About Us

Duckmanton Primary School is a one form entry school. Children can join us from the age of 2 in our NEST provision and stay with us right through until the age of 11.

The school was re-built in 1993 following a fire. We are fortunate to have lots of outdoor space for the children to enjoy, including a hard surface multi-use games area (MUGA), hard surface playground and 2 large fields. We also have an internal courtyard and we are currently developing our forest school area.

Our last OFSTED inspection was in December 2023. We achieved Good overall, with Outstanding in the areas of Personal Development and Behaviour and Attitudes.

We are a Gold accredited Rights Respecting School.



## Aims of the Nursery Provision

At Duckmanton Primary School Nursery, we are a caring and inclusive learning community where every child is nurtured, celebrated, and inspired to thrive. From the first days in the NEST to the final days in Year 6, we create a safe, caring, and stimulating environment where curiosity is encouraged, individuality is valued, and our days are filled with joy.

### Entry and Exit Procedures

Parents, carers and children come into and exit the nursery through the main nursery entrance at the front of the building.

### Sessions

<b>NEST 15 Hours</b>	8.45am- 11.45am
<b>NEST &amp; Nursery 30 Hours</b>	8.45am – 3.15pm
<b>Nursery 15 Hours</b>	12.15pm – 3.15pm
<b>High5! After School Club*</b>	3.15pm – 6pm
<b>Breakfast Club*</b>	7.45am – 8.45am

*\*Must be prebooked at an additional cost*

## Admission Procedure

Duckmanton Primary School follow the Derbyshire County Council admissions process, meaning parents should apply through the council's system for a Reception place. Nursery and NEST places are applied through the school's admissions process, meaning parents should apply through the school office.

## Visits

We welcome visits and would be delighted to show you what makes our nursery a special place to begin your child's educational journey.

You will be invited to Stay and Play before they begin. This allows them to explore the Nursery and meet staff with parents/carers by their side. Please see your induction letter for details.

## Funding

To ensure continued access to 30 hours of free childcare, you must renew your eligibility code every 3 months through HMRC childcare service. This needs to be done even if your child has not started their 30-hour place yet. Failure to reconfirm could result in losing your funded childcare.

## Parent Partnerships

We value strong communication with families. Here's how we work with you:

Curriculum newsletter: shared each half term with key learning and dates

Learning updates on Dojo, including Next Steps and how to support at home.

Parent's meeting: One in your child's first term and another in the Summer term.



# Duckmanton Team

## Senior Leadership Team

**Headteacher** Mrs Emma Levers

**Assistant Headteacher** Mr Joel Beeden

**Assistant Headteacher** Mrs Dionne Daysh

**Business Manager** Ms Sarah Walker

## Duckmanton Early Years Team



**Mrs N Pickering**  
EYFS Lead



**Mrs C Orme**  
NEST & Nursery  
Lead



**Miss H Parker**  
Nursery Teacher  
(Thur)



**Mrs B Crichton**  
Nursery  
Assistant



**Mrs M Drabble**  
Nursery  
Assistant



**Miss L Peachey**  
Nursery  
Assistant



**Mrs A Holindale**  
Nursery  
Assistant

# On Your Child's First Day at Duckmanton Primary School

You may leave your child from their first day, however, you are welcome to remain with them if you feel they need support to settle.

Your child will have a coat peg with their name and photograph on it.

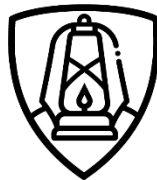
If your child stays all day you can either have a hot school meal or you can provide sandwiches.

**Nappies:** If your child wears nappies, please provide these along with wipes, cream and nappy sacks.

**Spare Clothes:** We ask that you pack your child a spare set of clothes each session in case of spills.

Children who are toilet training can have many accidents, please provide plenty of spare underwear so we can keep your child comfortable.

Please label or write on your child's belongings so they can be returned to the rightful owner.



## Uniform

We do not expect NEST and Nursery children to wear the school uniform. Although many parents choose to do this. The school uniform consists of:

- Black / grey skirt or shorts
- Black / grey / red gingham dress
- Black / Grey trousers
- Red sweatshirt / cardigan / jumper
- Red / White polo shirt or White shirt
- Black / Red tights
- Black shoes or black plain trainers

Hair accessories should be minimal and reflect the school colours (red, white, black, grey).

Additional accessories such as head boppers, large headbands etc are not permitted.

School equipment may also include:

- Water bottle
- Small plain (gold/silver) stud/s are permitted but must be removed for PE
- Simple analogue or digital watch can be worn.

**Please ensure that all clothing worn or brought into the setting is named!**

We go outside in any weather, so please send your child to school with appropriate clothing.

**Cold days:** coat, scarf, hat and gloves

**Hot days:** sun hat, long lasting sunscreen (applied before nursery)

**Wet days:** please bring wellies and raincoats.

## Food and Drink

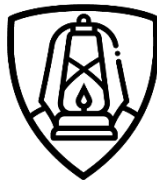
Children can choose between a school dinner or packed lunches. School dinners must be booked and paid for through ParentPay. All Nest and Nursery children receive school milk, water and fruit daily as a healthy snack.

For parents wishing to provide a packed lunch there are certain foods and drinks not allowed into the setting. Packed lunches should not include:

- Sweets
- Nuts or items containing nuts, for example peanut butter, Nutella.
- Fizzy drinks
- Popcorn
- Please remove any stones/pips from fruit
- Please cut grapes, strawberries and cherry tomatoes, lengthways and into quarters
- No whole seeds (if your child is under 5)
- No marshmallows
- No rice drinks (if your child is under 5)

(All information correct as of April 2025, Department for Education)

Parents may wish to bring in suitable treats to celebrate a child's birthday or special occasion. Could the treats please be wrapped and not contain any of the above.



## Headlice

Headlice can unfortunately be a recurring problem in settings with lots of young children. If discovered, please notify staff and treated immediately.

# Early Years Curriculum

Activities in Duckmanton Primary are carefully planned and organised to provide a range of learning experiences. Staff will observe children and support their development.

There are seven Areas of Learning in the Early Years Foundation Stage (EYFS) that activities are planned around:

- **Personal, Social and Emotional Development**
- **Mathematics**
- **Understanding the World**
- **Expressive Arts and Design**
- **Physical Development**
- **Communication and Language**
- **Literacy**

## Dojo

Throughout Foundation Stage at Duckmanton we use the online learning platform Dojo. On Dojo we will share information with you about your child's learning journey. It is important you check the class story for any updates. Dojo has a private messaging tool where you can contact your child's group leader if needed. Please can you ensure any urgent messages are passed through the school office, as we cannot guarantee Dojo will be checked during teaching time.



**ClassDojo**

## Phonics

We use the Government recommended programme of teaching phonics called Little Wandle. In nursery we do the foundations of letters and sounds. The children will develop their speaking, listening and attention skills. Focusing on voice sounds and tuning into sounds in our environment. They will then be distinguishing between the differences in vocal sounds including oral blending and segmenting.

We're teaching every child to read with Little Wandle Letters and Sounds Revised  
A complete SSP validated by the Department for Education



## Our TRUSTED Values and Rights-Respecting Ethos

As a UNICEF **Gold Rights Respecting School**, we place children's rights at the heart of everything we do. This commitment ensures that every child is listened to, valued and empowered to play an active role in their school and wider community. Our *TRUSTED* values help bring our rights-respecting ethos to life. They shape the way we learn, treat one another and celebrate who we are.

### **Togetherness**

We grow and learn as one community—pupils, staff and families—supporting each other every step of the way.

### **Respect**

We respect ourselves, others and our environment, recognising every child's right to be treated with dignity and fairness.

### **Understanding**

We listen with empathy, showing kindness and appreciating different viewpoints, cultures and experiences.

### **Safe**

We work hard to make our school a place where every child feels protected, cared for and confident to express themselves.

### **Truthful**

We value honesty and integrity, helping children understand the importance of trust, responsibility and being truthful.

### **Excellence**

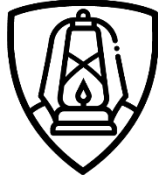
We aim high in all we do, encouraging each child to strive for their personal best in their learning and behaviour.

### **Determination**

We develop resilience, encouraging pupils to keep going, face challenges positively and celebrate effort as well as achievement.

Together, these values—and our rights-respecting culture—create a caring, ambitious and joyful school where every child can flourish.





We hope that this pack is useful – should you have any questions please feel free to speak to a member of staff. We aim to ensure that your child’s experience in Duckmanton Primary school is a happy and rewarding one. We look forward to working with both you and your child.

**Duckmanton Primary School  
West Crescent  
Duckmanton  
Chesterfield  
Derbyshire  
S44 5HD**

**Telephone: 01246 825 650**

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SENCO Enquiries: [senco@duckmantonprimary.org.uk](mailto:senco@duckmantonprimary.org.uk)**

Head Teacher: Mrs E Levers  
Assistant Headteachers: Mr J Beeden & Mrs D Daysh  
Operations Manager: Ms S Walker  
SENCO: Mr J Beeden



