



'We can and we will'

Glebe Primary School Nursery Brochure



EYFS rated Ofsted 'Outstanding' - July 2015

Welcome to Glebe Nursery

You are very welcome to visit our nursery when considering sending your child to our school. Please contact the school office if you would like to set up an appointment.

Aims

At Glebe we aim:

- To provide a happy, secure, purposeful environment, that is stimulating, enjoyable and challenging to all children.
- To provide a broad and balanced range of experiences to enable each child to develop emotionally, intellectually, physically, morally, socially and culturally.
- To ensure each child is able to develop self confidence, self esteem and independence.
- To ensure full access to the Early Years Foundation Stage (EYFS) curriculum.
- To work in full partnership with parents.
- To encourage children to become independent, quizzical learners.

Facilities

Glebe Nursery is situated in a purpose built part of the new school building, but is still very much part of the main school and its ethos. The Nursery has its own enclosed play space with a covered area for rainy days and shade for hot days.

Unfortunately, the Nursery is unable to provide nappy changing facilities unless there are specific medical needs. However, we do realise that some children will have the odd accident so **please make sure your child has a constant change of clothes in school.**

Nursery Staffing

Single session cover

Miss Bird – Nursery teacher
Plus support staff tbc

Supporting those children in all day

Mrs Message – NNEB working under the direction of the Nursery teacher
Plus support staff tbc

Afternoon cover

Miss Bird plus support staff tbc



“Staff are extremely thorough in safeguarding the children. A very safe, secure, caring and warm welcome awaits both children and parents every day.” Ofsted report July 15

Normal Nursery Session Times

Morning Session 8.40am-11.35am or 8.50am - 11.45 due to staggered drop off and pick-up
Afternoon Session 12.30pm-3.20pm or 12.30pm -3.30pm dependent on staggered timings

Full time places session times

Arrival 8.40/50am

9.00am - 11am Enrichment activities to support curriculum coverage with Mrs Message leading

11.30 - 12.30 - Lunch

Usual afternoon session starts at 12.30 with Miss Bird

Children who are joining our Nursery are given their own start date. We stagger new children into Nursery in small groups. This is so that we can give your child individual attention and ensure their start to Nursery is a happy one. This is a very important step in the transition stage for your child and although we do understand that as parents you may have other commitments; we do feel that the staggered intake approach is essential for such young children.

If you are paying for the additional top-up hours yourself then the school will provide an invoice, which must be paid within 14 days. Failure to do so will put your child's place at risk. If you are eligible for the government, funded top-up you must provide an up to date code to the school prior to starting, if we do not receive a valid code you are responsible for payment of any outstanding fees. All invoices will need to be paid via our 'School Money' payment system.

Nursery Procedures

Arrival

On arrival, please bring your child into the Nursery entrance of the school building. Once the session starts, the staff will guide you in and show you where your child's belongings will be kept. Please then help them to change into their plimsolls. Please also help your child in finding their named peg and hanging their bag on the boy/ girl named hangers. Then settle your child down to an activity before leaving them. You are welcome to stay and settle your child for as long as you feel necessary but please discuss this with the Nursery staff in advance. Any relevant information can be passed onto the staff at this time, but please be aware that there will be many new children to settle in and the Nursery staff's priority has to be given over to them. If you do feel you wish to discuss something in more depth with the staff please ask for an appointment.

Collection

At the end of the session please wait until the staff open the Nursery door and wait in the appointed area until your child is sent to you, this is so that we can ensure all the children go home with the correct adult. Once the new children have all started Nursery each child will be asked to bring in a school book bag to take home artwork, letters and other school correspondence. The children usually leave their change of clothes in a drawstring bag on their peg and their plimsolls in their bags. It can be very distressing for a young child to be left after the other children have gone home so please try to collect your child on time.

Full Time Nursery will follow the usual school drop off and pick up times

Absence procedures

While the children are not of statutory attendance age, at Glebe we do expect all children to attend Nursery each day. This helps to develop good attitudes towards learning and attendance, which will help them as they grow older.

All young children suffer illness from time to time and need to recover before returning to school. If your child has sickness/diarrhoea, you must keep them off school for at least a full twenty-four hours **after** the symptoms have cleared. When your child returns to school please send in a letter of explanation for their absence. Please do not send your child into Nursery if they are very ill as illnesses spread very quickly around Nursery due to the close contact that the children have with each other.

It is however, important that children regularly attend Nursery as they will need to adjust to routines and we do not want them to miss any important learning.

Clothing

We would like all Nursery children to wear the school sweatshirt or cardigan with a polo shirt underneath, as well as tracksuit bottoms or comfortable trousers or skirts. The school sweatshirt/cardigan can be purchased from our supplier, 'Angels', 317 Rayners Lane, Pinner, HA5 5EH.

(NB: Please either visit the shop or order online at <http://www.angelsuniforms.co.uk/>. If you order and click 'Collect in Store' by close of business on a Wednesday, Angels will aim to deliver your order to school by Friday. The uniform will then be sent to class to go home with your child.)

However hard the staff try to prevent children becoming messy it is unfortunately quite common for children to still manage to be covered in glue, paint, water etc... So with this in mind please do not send your child into school wearing anything that you would be upset about if it were to be ruined.

Your child will also need a drawstring bag containing:

- Spare pants, socks, top and trousers
- An apron - shop bought or an old t-shirt of yours!

- Plimsolls which your child will need to change into at the beginning of the session - No trainers or shoes are allowed during the Nursery session for the safety of all the children.
- Welly boots or outside shoes for the Autumn/Winter months.

*** Please ensure all clothing and plimsolls are named.***



Parental Help

We are grateful for all the help we can get from parents but parents do need to be DBS checked before helping in Nursery. Your child must also be very settled and able to cope with having Mum or Dad in the Nursery as quite often children find this quite challenging. A confidentiality form must also be signed before helping and this must be respected fully. Please let me know if you wish to help with any of the following:

- Cooking sessions
- Computer work
- Creative activities
- Playing games
- Reading to small groups of children

Snack Time

We provide fruit for the children as part of the healthy fruit scheme. This may include apples, easy peel oranges, bananas, pears, cucumber or tomatoes and will differ from day to day. We also provide a carton of cow's milk to all children at break time. If you do not wish to have this milk, please let the office know or contact the milk company using the number in your packs. However, if you wish to provide your child with his/her own fruit (only fruit is allowed) and healthy drink then you may do so.

Curriculum

As with all Nurseries we follow the Government's curriculum and teach in line with the new revised Early Years Foundation Stage document (EYFS). To encourage your child to grow and develop, we aim to provide a wide range of learning activities within a secure and stimulating

environment. This is achieved through a carefully planned curriculum, which reflects the Development Matters Document, The Early Learning Goals and the interests of the children. We aim to teach your child in partnership with you as his or her parent as we believe that no one knows your child better than you do!

There are 3 prime areas of learning within the EYFS:

- Communication and Language (comprising of; Listening, Attention and Understanding and Speaking)
- Personal, Social and Emotional Development (comprising of; Self-Regulation, Managing Self and Building Relationships)
- Physical development (comprising of; Gross Motor Skills and Fine Motor skills)

And 4 specific areas:

- Literacy (comprising of; Comprehension, Word Reading and Writing)
- Mathematics (comprising of Number and Numerical Patterns)
- Understanding the World (comprising of; Past and Present, People, Cultures and Communities, and The Natural World)
- Expressive Arts and Design (comprising of; Creating with Materials and Being imaginative and Expressive)

“Teachers and teaching assistants are very familiar with the interests and learning needs of their children.” Ofsted report July 2015

All of the prime and specific areas will be covered within a wide range of topics; this might include space, ourselves, people who help us etc. The themes we use vary each term and the children have an input into what is planned according to what interests them. This is to ensure that we deliver a lively and flexible curriculum, which follows the children's own interests. We will also ask you to comment and provide information that will help us plan that is specific to your child. This will happen continuously throughout the year. All of our teaching within the EYFS is implemented through carefully planned, purposeful play and delivered through a range of adult led and child initiated activity. We will send information and ideas home throughout the year to support you with helping your child learn and develop these important skills.

Play based learning is essential as it:

- **Builds confidence**
- **Encourages exploration**
- **Encourages independent problem solving**
- **Enhances creativity and critical thinking**
- **Build links from previous knowledge to new learning**
- **Promotes curiosity**
- **Encourages sensible and purposeful risk taking**
- **Allows children to make sense of what they see around them**
- **Allows for children to be independent learners**

Our Daily Routine

The children are encouraged to join in with free play activities when they arrive at Nursery; this means they are able to choose an activity of their own choice. Allowing this free choice enables your child to feel secure and settled at the start of the session.

This will normally be followed in no particular order by:

- Adult led and independent activities
- Register and carpet time
- Song time/ story time
- Snack time
- Outdoor play time (this will be continuous throughout the session in good weather)

In a typical session activity could involve, painting, collage, junk modelling, tracing, cutting and sticking, sand and water play, play dough, number work, writing skills, role play, speaking and listening activities, fine motor skill practice and much more.



Stay and Play and stay and Read sessions (tbc in light of current situation)

Once the transition period is complete, the Nursery staff will look at how this can work alongside the new full time provision and will pass on further details. We will hopefully also be offering Phase 1 phonics sessions for parents to attend.

Learning Journeys

Through your child's time in Nursery, they will complete an ongoing Learning Journey, which will be available for you to look at, contribute to and enjoy. The Learning Journey will record milestones of your child's learning and next steps for them to work on using their individual interests.

Transition to Reception class

The transition to Reception is a major event in any child's life. To enable a smooth transition to the Reception class a carefully planned programme will be developed for your child. This

includes visits to Reception classes, occasional assemblies with the Reception classes, meeting their new teacher and experiencing the main school playground, using the main school hall for P.E and assemblies and of course a staggered transition when the time arrives. You will also receive a booklet and further information nearer the time to help guide you and your child through this transition.

Conclusion

We hope that this brochure will have answered some of your questions regarding your child's time in the Nursery and will be useful to keep for future reference. If you have any further questions, please do not hesitate to ask.

We would like to take this opportunity to welcome you to Glebe Nursery and trust your time with us both now and throughout their school career at Glebe will be a happy one.

R Wands
Foundation Stage Leader