

Flookburgh C of E Primary School



Nursery Handbook

2019 – 2020



Welcome to Flookburgh C.E. Primary School!

At Flookburgh C.E. Primary School, we provide Early Years education for children aged 3 to 4 years in Nursery and 4 to 5 years in Reception. Both of these year groups are taught together as Class 1.

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Headteacher Mrs. G. Pett
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Early Years Staff

Class 1 Teacher Dr. P. Napper

Teaching Assistants Mrs. A. Wood

Class 1 Daily Routine

08:45 Doors open, parent visiting time
09:00 Registration
09:10 Phonics
09:30 Mathematics, Continuous Provision and Snack Time
10:45 Break
11:00 English, Continuous Provision
11:35 Circle Time / Story Time
12:00 Nursery home time (afternoon provision available); Reception to Lunch

For the main school, the school day ends at 15:15.

Why should I send my child to Nursery?

Every child deserves the best possible start in life and the support that enables them to fulfil their potential. Children develop quickly in the early years and a child's experiences between birth and the age of five have a major impact upon their future life chances. A secure, safe and happy childhood is important in its own right. Good parenting and high quality early learning together provide the foundation children need to make the most of their abilities and talents as they grow up (*Statutory Framework for the Early Years Foundation Stage, 2012*).

Flookburgh Nursery offers your child the opportunity to:

- ◆ meet other children
- ◆ grow in confidence
- ◆ learn new skills
- ◆ take part in exciting activities, and
- ◆ learn more about themselves and the world around them

At Flookburgh Nursery, we provide a secure and caring environment. We pride ourselves on the quality of the curriculum offered and our skilled and committed staff.

We encourage children to be independent, to grow in confidence, to ask questions and to learn through doing and discussing.

The Nursery is purpose built and well equipped.



When can my child come to Nursery?

Children can start Nursery during the term after their third birthday. Children should be toilet trained, but we want Nursery to be available to all children. Those with special needs may be admitted wearing nappies.

Applying to come to Nursery

If you wish to apply for a place please fill in the admissions form at the back of this brochure and return it to school.

Applications will be prioritised according to Cumbria Education Service Nursery admissions policy. The table below details application deadlines and school start dates for your child.

Child 3 years old between (inclusive)	Month of Entry	Closing Date for Applications
1 st April to 31 st August	September	31 st March
1 st September to 31 st December	January	31 st October
1 st January to 31 st March	April	31 st December

Before starting Nursery

We would like to visit your child in their home environment. This visit will be carried out by the teacher and teaching assistant and will take place prior to admission. The information which we gather will help us to get to know your child and to plan appropriate activities for them in Nursery. This is also a good opportunity for parents to raise any issues that concern them and to ask the Nursery staff any questions. Parents should notify the teacher of any special needs that their child may have when applying for a place at Nursery. This is so that special needs can be assessed and an Individual Education Plan and/or Health Care Plan can be set up prior to starting school.

Please mention any food allergies to the staff. Sometimes we take part in cooking activities; if a recipe is not suitable for your child, we would hope to be able to follow an alternate recipe which will both allow them to take part and meet their dietary needs.



What will happen when my child starts Nursery?

We hope that a parent / carer will stay with the child for the first session in order to help settle the children into Class 1 and to see for themselves how our class is structured and organised.

Children will need to bring:

- ◆ A change of clothes
- ◆ A coat / waterproof
- ◆ Suitable shoes that the children can manage themselves. Velcro is ideal.
Children will need to change their footwear themselves for P.E.
- ◆ A pair of wellies
- ◆ A sun hat in summer

Please make sure that all clothes are named. Aprons are provided for wet or messy activities, but please do not send a child in good clothes as they may get dirty.

How is the day organised in Class 1?

To see how our week is structured typically, please refer to the table on the next page.

Daily Routine (Monday to Thursday)

08:45 – 09:00	Parent Visit Time The children arrive, find their name card and place this onto the self-registration board. They then show their parents examples of their work or demonstrate one of the continuous provision activities set up around the room. Parents have this time to enquire as to their child's progress if they wish.
09:00	Registration We say our register and count the children present. Our Busy Bee (a child who has shown good behaviour the previous week) will have responsibility for small tasks.
09:10	Phonics When children join Nursery, they will begin to develop their knowledge of phonics (sounds we hear around us, particularly those which make up words in speech). We follow the <i>Letters & Sounds</i> scheme for daily Phonics sessions.
09:30	Mathematics Children undertake a simple adult-led activity each morning, aiming to develop counting skills, numeral recognition, sorting skills or knowledge of shape.
09:45	Continuous Provision / Snack Time Children choose from a variety of activities designed to target various areas from the Early Years curriculum (see below). We take this opportunity to play alongside the children and scaffold their learning, write observations and work 1:1 with children on their next steps. Children come to the snack table in small groups to enjoy fresh fruit or vegetables and a choice of milk or water each day.

Class 1 Typical Timetable



	08:45	09:00	09:10 – 09:30	09:30 – 10:25	10:25	10:30	10:45	11:00 – 11:35	11:35 – 11:50	11:58
Monday	Arrival & Parent Visit Time	Registration and Greeting Routines	Phonics: <i>Letters & Sounds</i> Group A (AW) Group B (PN)	Maths Nursery 10 minutes Reception 20 minutes Continuous Provision Snack time (rotation)	Tidy Up Time	Tidy Up Time	Break Time	English Based on current <i>Power of Reading</i> Text Continuous Provision	Show & Tell <i>Weekend News</i> Story time	Reception: Lunch
Tuesday			Phonics: <i>Letters & Sounds</i> Group A (AW) Group B (PN)	Maths Nursery 10 minutes Reception 20 minutes Continuous Provision Snack time (rotation)				English Based on current <i>Power of Reading</i> Text Continuous Provision	Circle Time <i>Game Based</i> Story time	
Wednesday			Phonics: <i>Letters & Sounds</i> Group A (AW) Group B (PN)	Maths Nursery 10 minutes Reception 20 minutes Continuous Provision Snack time (rotation)				English Based on current <i>Power of Reading</i> Text Continuous Provision	Singing <i>Nursery Rhymes or Topical Songs, e.g. Harvest / Christmas</i> Story time	
Thursday			Phonics: <i>Letters & Sounds</i> Group A (AW) Group B (PN)	Maths Nursery 10 minutes Reception 20 minutes Continuous Provision Snack time (rotation)				Tidy Up Time	Class Worship	
Friday			Celebration Assembly P.E.	Continuous Provision / Outside Time Snack time (rotation)	Tidy Up Time	Religious Education Tied in to current whole school Christian Value Continuous Provision		Story time	All: End of Morning Prayer	

10:30	<p>Tidy-Up Time</p> <p>Children are encouraged to develop a sense of responsibility for their surroundings, and build their teamwork skills sharing the task of tidying away the morning's resources.</p>
10:45	<p>Break</p> <p>Nursery children have their own playground, but children may go out onto the main school playground if they wish, e.g. if they wish to join an older sibling.</p>
11:00	<p>English</p> <p>Our English lessons are based on texts explored through the <i>Power of Reading</i> scheme. Children are taught to explore these texts through listening, discussion, role play, craft-based activities and writing. Thursday's English lessons are given over to the development of both fine motor control and letter formation.</p>
11:35	<p>Circle Time, Singing and Story Time</p> <p>Before the end of our morning, we fit in time for group discussions or singing. We discuss issues of interest to the children, and encourage children to question their peers to gauge further understanding. On Wednesdays, we sing our favourite songs together!</p> <p>To bolster both listening skills and an appreciation of literature, we listen to a different story each day before home-time.</p>
12:00	<p>End of Morning</p> <p>Nursery children to be collected from Porch to go home. Reception children to be taken over to school for lunch and to join Class 2 in the afternoon.</p>

Fridays:

Friday's follow a similar routine for most of the morning, except for the following points:

09:05	<p>Celebration Assembly</p> <p>All Class 1 children come across to the school hall to take part in our Celebration Assembly.</p>
09:30	<p>P.E.</p> <p>Our weekly P.E. session takes place immediately after Celebration Assembly in the Hall. Our activities are based around the Early Years curriculum, and progress against these targets are recorded accordingly.</p>
11:00	<p>Religious Education</p> <p>We explore the Christian Values of our school (Hope, Forgiveness, Respect and Compassion) through a variety of fun-filled activities. We always encourage the children to think about how each activity links in with our Christian Value and how these help us to grow as individuals.</p>



What will the children learn?

The Early Years Foundation Stage

Sets the standards that all early years providers must meet to ensure that children learn and develop well and are kept healthy and safe. It promotes teaching and learning to ensure children's 'school readiness' and gives children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life (EYFS, 2012).

There are seven areas of learning and development:

- ◆ Personal, social and emotional development
- ◆ Communication and language
- ◆ Physical development
- ◆ Literacy
- ◆ Mathematics
- ◆ Understanding the world
- ◆ Expressive arts and design

In Class 1, we ensure that all children are provided with play-based opportunities to learn and develop at their level, focussing on individual needs and interests. We consider the development of the whole child and ensure the children feel safe, secure and happy in the setting.

We also have fun!



Visits

During the year we will take the children on visits. We hope that parents / carers will join us. Enclosed is a form for you to sign giving permission for us to take your child out of school.

How can I help?

We consider the views, opinions and advice from parents of great importance and value working in partnership. Planning of all our activities is displayed on our noticeboard and is shared on the Class 1 webpage. We are always happy to talk with parents / carers if they have any questions or concerns. We have a rota for parent helpers; we strongly advise you to take part in this to see for yourself the things your child gets up to day-to-day.

Assessment

The progress of children, against all areas of the Early Years curriculum, is closely monitored. For children in Class 1, assessment is undertaken primarily using the software resource *Tapestry*. *Tapestry* is a system which collates evidence of your child's activities and allows the submitter to select which areas of the curriculum the activity in question is working towards. This interactive resource is a brilliant way of allowing parents to keep more up-to-date of what is going on in school, as it can be viewed at home and commented upon (during periods of accessibility). Parents can even contribute evidence themselves, sharing images of what a child gets up to outside of school! If you would like to know more about *Tapestry*, one of the Class 1 staff will be happy to go into further detail with you.



What if my child is ill or has special needs?

Illness

If your child is feeling ill please do not bring them into Nursery. They are better off at home when feeling poorly. We are unable to give medication to children; if your child needs medication, it will need to be taken at home.

Long-term illness

If your child needs long-term permanent medication, e.g. an asthma inhaler, please come into the school office to complete a healthcare plan. In these circumstances, medication will be kept in the Nursery and, if necessary, trained staff will administer it.

Emergencies

Should your child be taken ill, or need medical assistance of any description, we shall try to contact the parents, guardians or the emergency contact that you have given school. In the event of the school being unable to reach the emergency contact we would, should it be necessary, seek immediate medical care.

Special needs

We provide inclusive opportunities for all children, including those identified as having special needs. Class 1 has been designed to give pupils with a disability easy access; we have toilet facilities for those with mobility problems. As Class 1 is on one level, the whole curriculum, including the outdoor curriculum, is available to every child.

Class 1 staff have experience of dealing with a range of special needs and have developed close links with outside agencies. To enable those children to celebrate their achievements through the Early Years curriculum, additional resources and staffing may be required, and these will be provided by other agencies, e.g. a speech therapist. The staff will share this information with you at all stages and comply with the Special Educational Needs Code of Practice.

The Nursery follows the Special Educational Needs policy of Flookburgh C.E. School. There is a copy of this in the Nursery if you would like more information. It is also available to download from the school website.

We hope that you have enjoyed reading this booklet, and that it has helped you to find out more about our approach to Early Years education. If you would like to visit us, you will be very welcome. Please keep in touch, and we look forward to seeing you and your child in the future!

