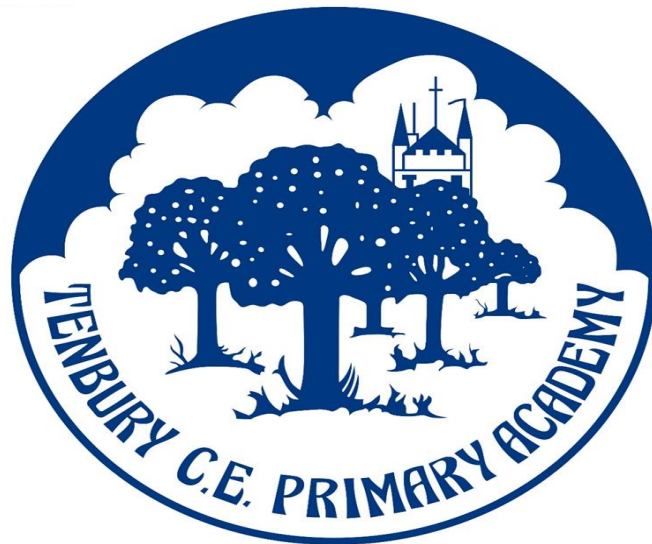


TENBURY C.E. PRIMARY ACADEMY

'Therefore encourage one another and build each other up.'

An Introduction to our Nursery



 Diocese of
Hereford
Multi-Academy Trust

Tenbury C.E. Primary Academy



Welcome to Tenbury Nursery. We hope that both you and your child will be very happy with us.

In our Nursery, we can take up to 26 Nursery aged children at any one session. Our sessions run from 9.00-12.00 every morning. Children can come in from 8.45am. On a Monday, Tuesday, Wednesday and Thursday we also run afternoon sessions from 12.30-3.30. During these four days there is a lunchtime club that runs from 12-12.30 at a cost of £2.50. In addition to being a Local Authority Nursery with a fully qualified teacher, we are also Ofsted registered, which means that we can accept children from the age of two.

N.B. - A place in our Nursery does not guarantee a place in our Reception Class. The limit for infant class sizes is 30 and our school must strictly follow all Worcestershire County Council Admissions Procedures.

The Nursery environment has a quiet room with mats for children to sleep or rest if required, and we have nappy changing facilities and potty training procedures. Our provision and curriculum is adapted for the younger children and we complete the 2 year old check, which is shared with parents/carers to discuss children's progress etc.

At the start of the term after a child's third birthday, they are entitled to 15 funded hours Nursery care (i.e. 5 sessions). Parents working full time may be eligible for 30 hours funding. Please see www.childcarechoices.gov.uk for more information. There is a cost of £15.00 per session for children under three and for any additional sessions above the five funded ones that you might like to attend. There is also a booking form for you to complete indicating your choice of sessions.

If parents wish to cancel any Nursery sessions, a notice period of half a school term must be given to the School Office, in order to follow Worcestershire County Council requirements.

As part of the settling in process we offer our new starters a play and stay session to allow us to get to know our new children and their families. We also carry out home visits to allow nursery staff to meet our new starters and their families in their home environments.

Our Nursery Team is :-

Mrs Liz Price (Teacher)

Mrs Jane Perkins - Teaching Assistant

Mrs Donna Bufton - Teaching Assistant

Mrs Kerry Davies - Teaching Assistant

Mrs Kirsty Hatcher - Teaching Assistant

In our Nursery we aim to:

- Provide a safe, happy and caring environment where your child can learn and develop on an individual basis.
- Encourage positive attitudes to learning by establishing that it is fun, exciting and absorbing.
- Build children's self-esteem and confidence by positive handling and praise.
- Encourage an understanding of others and their needs regardless of culture, religion, gender or disability

- Establish a firm partnership with parents and carers and the wider community to encourage participation in children's education.

Principles of Early Years Foundation Stage (EYFS) Education

- Effective learning and development for young children requires high quality care and education by staff.
- Effective education requires both a relevant curriculum and staff who understand and are able to implement the curriculum requirements.
- There are opportunities for children to engage in activities planned by adults and also activities that they plan or initiate themselves
- Well-planned, purposeful activities and appropriate intervention by staff engages children in the learning process.
- For children to have rich and stimulating experiences, the learning environment is well planned and well- organised.
- Staff ensure that all children feel included, secure and valued.
- No child is excluded or disadvantaged.
- Parents and staff work together.
- Effective education requires staff who understand that children develop rapidly during the early years physically, intellectually, emotionally and socially.
- Early years experiences build on what children already know and can do.

Key Person

While all members of staff work closely with all the children in the nursery, every child is also assigned a key person who will plan, monitor and record your child's learning. We will let you know who your child's key person is at the beginning of the term. Parents are welcome to discuss their child's progress with staff at anytime.

The Early Years Foundation Stage

The Foundation Stage Curriculum has recently been revised in 2021 and we follow Development Matters curriculum guidance. This non statutory guidance covers all ages and stages within the foundation stage and breaks learning into 7 areas of learning. There are three prime areas of learning and 4 specific areas of learning.

The 3 prime areas of learning are:-

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development

The 4 specific areas of learning are:-

- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design



These seven areas form the basis of our planning, which is topic based, covering several areas of learning within a topic and exploring a range of skills and

concepts. Our topics are planned jointly with the Reception class, with children and staff joining together for some activities.

During all sessions, staff encourage play, social skills and conversation and they constantly observe, monitor and assess the children to plan the best activities to suit their needs and progress their learning.

Communication and Language

This area has a focus on speaking, listening and understanding. Children are encouraged to listen in a range of situations, including listening and responding to stories. They have opportunities to follow instructions involving several ideas or actions, and to answer 'how' and 'why' questions about their experiences and in response to stories or events.

Physical Development

Your child will experience a wide and varied range of physical activities, which will extend their fine and gross motor skills. They will participate in dance and movement as well as weekly P.E. sessions in the school hall (subject to availability). They will also be encouraged to manage their own basic hygiene needs successfully, including:-

- a. Toileting
- b. Dressing
- c. Hand hygiene
- d. Knowing how to take good care of their teeth
- e. The importance of exercise and a healthy diet.

Personal, Social and Emotional Development

Your child will be encouraged to be independent in action and thoughtful, whilst developing positive feelings about themselves and others. They will learn to work together and take turns, developing a sense of empathy and understanding of the beliefs and cultures of others. They will also understand the need for eating healthily, good oral hygiene and good personal hygiene.

Literacy

This area includes reading and writing. Children will be given lots of opportunities to develop a love of books and make their first marks as emergent writers. They will also participate in regular sounds and phonics activities based on our whole school 'Read, Write, Inc' programme. Children under three, and those not yet ready to start learning sounds, participate in small group nursery rhymes, music, rhythm and story times, all of which help develop important listening skills.



Mathematics

Your child will experience a range of early number activities, learning how and when to use language of numbers. Through practical play activities, both inside and outdoors, your child will count, match, measure, make patterns and develop an awareness of colours and shape.



Understanding of the world.

In this area your child will experience science, history, geography and ICT through exploring, observing and finding out about people, places, technology and the environment. Through topic related work they will develop an awareness and an understanding of the world around them and will be encouraged to solve problems, make decisions, experiment, predict, plan and question.

Expressive Arts and Design

In this area your child will develop the skills of investigation, expression and manipulation. Art, dance, drama and music are used to deliver this area. Your child will explore colour, shape, texture and materials. They will listen to a range of music and singing and will make their own compositions. They will also participate in storytelling, puppetry and drama activities. They will learn to move expressively using a variety of stimuli.



The Early Years is a very important phase in children's learning and the Early Learning Goals have been developed from research into how young children learn.

At Tenbury Nursery, we aim to give each child the individual experiences that they need to be able to learn and progress.

If you require any further information about our curriculum, please do not hesitate to ask any of our members of staff.

Helping your child to learn.

You can help your child to learn in a variety of different ways. Here are some ideas for things you can do that will really help your child to learn and to progress well.

- Listen carefully to what they have to say
- Involve yourself in their play
- Make time to talk about things that are important to them

- Share books, songs and stories
- Count numbers in everyday situations.
- When out and about notice signs, colours, shapes and buildings.
- Focus on their strengths and praise their efforts.
- Help them understand that learning sometimes involves getting things wrong.
- Understand their need to play and learn through first hand experiences.
- Understand that they don't always want to talk about what they have done at school and that even if they do, they will only tell you the bits they want you to know!
- Realise that when you are three, four and five years old, a day at School is hard work!
- Work closely with our Nursery team and share information about your child with the staff.

- Encourage their independence by managing their own toilet needs and getting dressed by themselves.



Books.

The development of language and early reading skills at School is of great importance. Books are available for children to read and look at during the sessions as well as a daily story time or rhyme time, usually linked to our topic.

Reception aged children will be gradually introduced to more formalised reading at school where they will read each week with their teacher through individual, guided and shared reading and will be able to select their own reading books to take home and books to share.

Uniform

The Nursery children are not required to wear a uniform, although we feel that it is a good idea to have clothes that the children wear specifically for School, since they tend to get covered in all manner of things! Do expect your child to get dirty and messy and send them in clothes that don't matter quite so much. As children are encouraged to take their shoes off for P.E. and when putting

on wellies etc please avoid shoes with laces! Also flip flops and wedged heels are not really suitable for playing and running around in. If possible we like a pair of wellies to remain in school all of the time please, so that children can go outside even on wet days.

Please could you ensure that all your child's clothing and footwear is marked with his/her name as children do tend to remove clothes to play in water etc. We want to ensure that no items are lost.

We do have a few spare clothes for those inevitable little accidents and ask that you return them once they have been washed. It would also be useful if your child has a spare change of clothes in a bag that can be kept in nursery.

Health and Safety

If your child has a long term medical condition and/or has to take any medication on a regular basis, please go to the school office and sign the relevant paperwork to ensure that your child will be given the appropriate medication when needed. Medicines are not generally given in Nursery. If it is necessary to give medicine, then we feel that the child would be better cared for at home or with a carer.

Children with asthma will be encouraged to take a full part in all activities. All parents should inform us of their child's condition on registration or as soon as their child is diagnosed. Details of specific treatment will then be obtained. Inhalers will be kept in a central, secure place in nursery for quick and easy access at all times.

Our school is a smoke free site. Smoking is not allowed on the school premises (including the grounds) at all. Also please do not bring dogs onto the premises.

Please do not allow your child to bring any sweets or products containing nuts into the Nursery. We need to be extremely careful in case of allergic reactions.

Jewellery is not encouraged in nursery for safety reasons.

Daily Routines

We believe that a daily routine is beneficial to your child's learning. Young children learn best when they are happy and secure and especially when they are active.

Start of the Sessions:-

The children can come in from 8.45am in the morning and 12.30pm for an afternoon session. They all have a special place to hang up their coat and every child has a message box where they can keep special things safe and put any work to take home. Children then find their name on the table in the cloakroom and post it in the post box to self-register (an official register is also taken by the adult at the door.) Once registered, children are then free to choose from a range of activities available and set out in the classroom.

Our routines offer opportunities for children to engage in activities planned by adults and also in those that they plan or initiate for themselves. We play and learn inside and out.

Snacks

During the sessions, we provide a drink of milk and a snack. Snacks include things such as fruit, cheese, crackers, toast, crumpets, yogurts etc. We do ask for a contribution towards snacks please of £1.00 per week if attending 4-8 sessions, or 25p a session if attending less than four. This can be paid once a week or half termly. We also ask that all children bring a filled water bottle each session so that they can help themselves to a drink at any time during the session. Squash is discouraged as it can cause harm to your child's teeth, therefore please ensure only water is in the bottle.



Worship Time

As a Church of England school we carry out daily worship with the children. This is a short and age appropriate session that may include a simple prayer, story or song. Sometimes we have a visit from the local Vicar.

Illness

If your child is ill at School, we will try to contact you immediately. Please ensure that we always have up to date telephone numbers, including mobile numbers, so that we can do this easily. Any change of address or telephone number should be given to Nursery staff or Mrs Newall in the school office. In the unlikely event of an emergency and the parent not being available, the Headteacher or a staff member will assume charge and if necessary, take your child to hospital along with the relevant details. They will continue to try and contact you or leave a message for you to join them at hospital

If your child is ill and you decide that they should not attend School, please inform the office as soon as you can.

If your child has a contagious illness, your doctor will advise you of how long to keep them at home. Please take his/her advice to lessen the spread of infection between children. If your child has sickness or diarrhoea, they should not return to school until they have been clear of all symptoms for at least 48 hours.

SAFETY

Your child might occasionally have minor accidents at Nursery. It is our policy to inform you via a letter of any such accidents and record them in our accident book. If your child has a bumped head, we will inform you in writing so that you can keep a special eye on them.

If any person other than yourself is to collect your child from school, it is essential that you inform us in advance. The safety of your child is of the utmost importance to us.

If your child should accidentally take home any School toys or resources, please return them to us as soon as possible - this is something that can happen quite easily so never worry about bringing them back.

Parents/Carers Partnership and Participation

At Nursery, we believe that parents/carers are their child's first and most enduring educators. It is vital that parents/carers and school, work in partnership and participate together to ensure the best opportunities for children.

To this end, we involve you in the following ways:

Induction and home visit

We will use this time to learn from you about your child. You know them best. Whatever you can share with us about your child will help us to plan for their needs. During these first visits, we will complete a short profile of your child

with you about the things that are important to them. This is also an opportunity for you to ask any questions and for us to explain our routines, systems, policies etc in Nursery.



Daily contact

We have an open door policy which means that you are welcome at any time to come into school to speak to staff or with the Head teacher about your child. We do however ask that you please avoid talking to staff members when the children are being dismissed at the end of a session as it can cause a distraction. Once the last child has been dismissed, all staff members are available and happy to talk to you about your child. If you require a specific appointment to speak with staff privately, we will do our best to accommodate you.

Notice Board

There is a notice board for Parents / Carers by the entrance to nursery. A copy of the Nursery Newsletter and any important messages are put on this board.



Newsletters

You will receive weekly newsletters to inform you of important events, dates and meetings that are happening both within nursery and the rest of the school. The Nursery newsletter is available every Friday on the school website or the Nursery Google Classroom page. We will also inform you of topics that we are covering within Nursery and ways that you can help to develop your child's understanding within the topic. Please support our topics in whatever way you can. If you have any questions about our curriculum, please come and ask.

There is also a weekly school newsletter, a copy of which can be found on the school website and in Google Classroom.

Newsletter

Children with Special Educational Needs

These special needs may be as a result of slower progress than expected in various areas of development, genetic disorder or other factors. Some children with special educational needs are identified before they start Nursery. If, however, you have any worries about your child and his/her development, it is important to talk to a member of staff. If we have any concerns, then we will speak to you.

If it is necessary, in consultation with you, we will contact other agencies such as health visitors, speech therapists, occupational therapists and physiotherapists with whom we work closely. These experts are happy to offer support and advice to both School staff and parents.

Behaviour

We encourage positive and considerate behaviour, with expectations appropriate to children's individual levels of development. Our "Golden Rules" are displayed in Nursery and our policy, 'Achieving Positive Behaviour', is available on request. The school's Behaviour Policy can be found on the school website.

Google Classroom

Our nursery has its own 'virtual classroom' where we post newsletters, ideas for activities to do at home, useful information etc. Parents/carers can also use this online page to upload photos of their child, things they have made, experiences they have had and would like to share with everyone. When your child starts nursery, you will be given your own personal login details for our online Google Classroom.

Parents' Evenings

We hold parents' evenings in the Autumn and Spring terms when there will be an opportunity to speak to you individually and talk to you about your child's progress. You will receive a written report at the end of the final term in Nursery, before your child starts in Reception.

Two Year Checks

A two year developmental check is carried out by Nursery Staff at some point between the child's second and third birthday. The review is carried out with Parents / Carers and is an opportunity to review the child's progress to date and discuss areas for development, both in nursery and at home. It is also a opportunity to identify any early intervention support, such as speech and language, that might be needed.

We are always trying to involve and inform parents/carers effectively. If you have any suggestions how we can improve this, please see any member of staff. We also believe it is important that you inform us of anything, which may affect your child in school.

Checklist for Parents/Carers

What does my child need for Nursery?

- Wellington boots - named and left in school
- Drinks bottle (water only)
- Weekly or half-termly snack money
- Packed lunch if staying all day or book a school lunch via School Money (see menu and information in your pack)
- Hat, gloves, scarf for cold days
- Sun hat for hot days
- Sunscreen is to be applied before nursery. Please use an all day sunscreen.
- Sensible shoes - preferably Velcro
- Spare clothes (underwear, socks, top, trousers)
- Nappies and wipes if not using toilet

Remember!

- To fill in all confidential forms and return them to school
- To let school know about reasons for absence

- To let staff know if someone different from usual is picking your child up from school
- To talk to us if you have any problems or concerns

We often put our equipment and resources on the playground before the session. Please do not allow your children or toddlers to play with it before and after the sessions. Access to the Nursery is between Reception and the Year 1 classrooms, please give priority to any classes that are moving between areas. We hope that you have found this information useful and look forward to welcoming you and your child to our wonderful nursery!

Thank you.

Mrs Price and the Nursery Team