

réception



High Standards Together

Bienvenidos

Holy Trinity C.E. Primary School

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مرحباً / مرحبا

Welcome to our Nursery 2014 -15

Hoş geldiniz

Benvenuto

Name of child.....

Start Date..... at

Welcome to our Nursery

As a staff we all hope that your child's introduction to our nursery is an enjoyable and happy time for them. Like all of us, young children learn best when they are interested and through first hand experience. We want to make learning stimulating and fun for your child. Hopefully this booklet will help to answer any questions you may have and explain the Early Year's (Foundation Stage) curriculum to you.

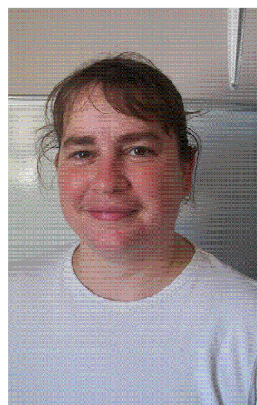


Mission Statement

At Holy Trinity CE School we promise to provide opportunities for every child to become the best that they can be. We aim to create a happy and secure Christian environment in which children can grow in confidence and independence. We strive for excellence in teaching and learning to achieve.



Ilga – Class Teacher



Rachel – Nursery Nurse

Staff

The Nursery team consists of at least two fully qualified teaching staff – one class teacher and one trained nursery nurse.

As well as the Class teacher and Nursery Nurse, there are often other adults working in the class. These include other school staff as well as students from schools, colleges and universities.

Allocation of Places

All the children who attend Holy Trinity Nursery do so on a part time basis ie for 3 hours a days, 5 days a week. The three hour session takes place either in the morning or the afternoon. In order to be considered for a part time place a parent/carer is required only to place the child's name on our Expression of Interest list. Part time places are allocated according to the Admission Policy, a copy of which is included within this booklet.

We seek to provide care of the highest quality. Breakfast and Afterschool sessions are based in the school hall or Rainbow room, a secure and comfortable environment. Our extended day staff appreciate that the children's needs vary at different times of the day and they aim to provide a variety of activities and experiences for all ages.

Nursery Hours

The morning session starts at 8.50am and ends at 11.50am. The afternoon session starts at 12.30pm and ends at 3.30pm. In order to make sure that your child gets the most from their time at nursery, we plan our activities carefully and ensure that the nursery thoughtfully prepared. When you bring your child to nursery, it would be appreciated if you would bring him/her into the classroom.

If for any reason you have to collect your child early, please let a member of staff know at the start of the session, or alternatively you can ring the school. If a

person other than the person is picking up your child, please inform the staff beforehand. Under no circumstances will we let a child be taken home by a person who is unknown to us.

Active and Independent Learners

We place a high value on encouraging children to become independent learners and enabling them to organise their own activities, thus building their self-esteem and confidence in tackling anything new. To this end, the nursery is laid out in small 'learning areas', in which equipment and resources are accessible and available to the children. We provide them with maximum time and space to explore, experiment, think, create, talk, question and to solve as far as possible their own problems, to carry an activity successfully though to the end. We encourage them to develop confidence in their ability to have a go, take risks, and build on what they learn. We provide them with a wealth of direct experience through which to learn.



Child-Centred Approach

The learning environment we provide supports the children as active learners and provokes their interest and inquiry. It takes account of children as individuals, as well as their common patterns of learning. We take time to get to know each child as an individual. At all times we have to be constantly aware of what use the children are making of the activities and materials provided, so that we can judge the right time to step in and lead them forward, by asking questions, making suggestions, providing relevant knowledge, information and vocabulary or additional materials and resources. We spend a great deal of time listening to the talking with the children as they play.

Children that are in nursery and reception classes are in the Foundation Stage. The Early Years Foundation Stage document sets out clear guidelines for learning and teaching.

We provide children with a balance of both adult led activities and self-chosen, independent activities.

The Foundation Stage curriculum is organised in seven areas:

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

Play

Young children learn best when they are encouraged to explore, experiment and question. They do this when they are given opportunities to play, and when the activities they are engaged in are meaningful to them. It may seem that they are “just playing” whilst in the Foundation Stage, but this is not the case. Research shows that children involved in play based activities learn best.

Our medium term planning is topic based, while our weekly planning is led by the children’s interest and needs.

The Wider Curriculum

In effect, the nursery curriculum consists of all of the children’s experience at school. This includes not only the planned learning opportunities of the classroom and outdoor play area, but also the ethos of the nursery, the quality of the relationships within it and the attitudes and moral values.

It links outdoors, indoors and the wider world of people, places and events. We often take small groups of children out into the locality, to such places as the shops. The curriculum celebrates cultural and ethnic diversity and ensures equal access to all areas of learning for all children irrespective of ethnic origin, gender, social class or disability.

Learning is Fun

It is our hope that when the children reach the age of transfer to reception they will have acquired the knowledge, skills, attitudes and motivation to cope with more formal learning. An important part of our task consists of forming within each child a favourable attitude to learning. Learning in the nursery is fun. It at this early stage, the children find learning interesting, exciting and challenging, then they will want to learn. Our hope is that this attitude, once formed, will continue throughout future schooling.

Monitoring and Recording Progress

Throughout your child's time at Nursery, her/his progress and learning achievements will be carefully monitored to ensure her/his needs are being met and that s/he is fulfilling her/his potential. Staff make written observations and keep records about activities your child is involved in, so that they can plan for individual learning and development. Staff are happy to discuss children's work and progress on a daily basis, but if you feel that you would like to discuss her/his progress in more detail than the time allows during the session, or if you have particular concerns, the Staff are willing to arrange a mutually convenient time for more in-depth discussion. We realise that some parents are unable to come to the Nursery on any regular basis and we would invite you to phone to arrange such a time for discussion. More formal Parent Consultations take place throughout the year.

On your child's transfer to Reception, a brief summary on her/his progress will be passed on to the teacher. Your child will also receive a report on her/his overall progress, development and achievements towards their final term in Nursery.

Settling In

The first day or so in this new environment can be very exciting, but challenging for you and your child. Separation from home is big step. To begin with your child may feel shy about trying the activities or mixing with the other children. Do not worry, this is normal. Talk to your child about the activities and the environment of the Nursery. Play with them, but most of all be reassuring.

In order to help your child to settle in, we ask that you be prepared to stay with your child for one hour for at least their first day. Depending on the individual child this may or may not be necessary on further days. Some children take hours, some days, some weeks – do not worry.

On starting with us the children do not necessarily stay for the full session. The staff will advise you as to what is most suitable for your child and when it is appropriate for you to make the first short separation from them. If possible, please try to make alternative arrangement for younger siblings on these days, as your child may need all your attention at this special time. When you do go, remember to say goodbye and that you will be back. It is very important that you arrive back on time to avoid your child becoming anxious.

We would like starting at Holy Trinity Nursery School to be a happy and exciting experience. Please help us to make it such for your child.

Working with Parents/Carers

Parents/Carers are welcome at any time in our Nursery. To ensure the best possible start to a young child's education, there must be strong links, indeed a partnership between home and school. We very much want you to feel that you and your child have a sense of belonging and that there is always time to talk, to listen to each other, share problems together. You know your child better than anyone and so we have a great deal to learn from you. This is one of the reasons why, in the weeks before admission, we offer a home visit from the teacher and nursery nurse who will be working with your child. Seeing that you have invited the staff into your home, passes on the message that you look upon them as friends. This provides a real confidence boost for your child when it comes to settling in and links home and school in an invaluable way.

We welcome help from mums, dads, grandparents, carers, childminders, etc. and if you can spare us some time either on a weekly basis, or even just now and then, we will be very grateful. You may discover you have hidden talents in reading stories, as a librarian, cooking, doing woodwork, working on the computer, playing a musical instrument, fundraising and so on. Outings would be impossible without parental help. If there is any particular way in which you would like to help in either school or nursery please do not hesitate to let us know. You will need to have a CRB from the local authority, so please see our school secretary for the relevant forms.

Special Note

When you collect your child at the end of the session, please make sure you praise her/his efforts in the things they want to take home, to ensure that the child feels her/his work is valued. Children won't have paintings, drawings and models to take home every day, but this does not mean they have not done anything worthwhile. It is the process, ie. the doing not the end product that is important. When the children are playing with water, sand, dough, or in the home corner there is unlikely to be a visible product, but a great deal of learning will have taken place.

SOME USEFUL INFORMATION

Clothing

Some of our activities can be messy – but fun! We always try to make sure children wear aprons if necessary, but it helps if you send your child in suitable clothing – paint and glue cannot always be avoided. Clothing needs to be comfortable and manageable. Remember that it may be difficult for your child to cope with buttons, zips, etc, if in a hurry to use the toilet. In case of accidents, we do have a limited supply of clean clothes. However, it is important to remember that in order to be admitted, children must be toilet-trained. If your child goes home in our clothes, please wash and return them as soon as possible.

Please make sure all your child's items are clearly named. It avoids a great deal of confusion if you can put a name on your child's coat, hat, gloves, scarf, boots, etc.

On admission, your child will be given their own coat peg and a home box, where they can store their work during the session. Please do not send your child to nursery with any items of jewellery, as they can easily get lost or broken. However, any jewellery worn for religious purposes is permissible.

Illness

When your child first starts Nursery, it is likely that s/he will be quick to pick up any infections that may be around. Please keep your child at home if obviously unwell. Children normally like to run around and play, so if your child appears "off-colour", unusually quiet and lifeless, there's probably something wrong.

If your child has sickness or diarrhoea, they should not return for 48 hours from the day they were ill. If your child is on Penicillin, has a sore throat, chesty cough or cold, please keep her/him at home for a few days. If the illness is infectious, other children and also the Staff may become ill, so your child must be kept at home. If your child is ill, please phone the school office to let us know.

It is fairly common to have cases of head-lice in Nursery. Lice thrive on clean hair. Treatment is quick and easy – shampoo is available from the clinic or pharmacist. It would however, be appreciated if you could inform us if your child has nits or lice, and please keep them at home until they have been treated.

Toys and Sweets

If your child wishes to bring in a toy it must be put in their home box until the end of the session. We cannot take responsibility for toys brought into Nursery. As in the past toys have been broken or lost.

Please do not send your child in to Nursery with sweets, crisps, etc.

Book Library

The Nursery provide a weekly book library. The children choose a book and bring it home in a plastic folder for a week. Children enjoy listening to stories and looking at books. Indeed their success in learning to read depends on it and we suggest you try to read a story to your child daily.

School Funds

There are no fees for sending your child to a local authority Nursery school. However as we are a church school we do operate an annual Maintenance Fund. Money collected is used to supplement the school budget and is used for purchasing larger items of equipment and for financing special events. The money benefits every child in the School and Nursery.

From time to time we have special fund raising events organised by our very active parents association, for example the Summer and Christmas fairs, auction nights and many other fun fund-raising events.

Notice Boards

If any parent wishes to place a notice on the Parents' Notice Board, in the school playground, s/he is welcome to do so after first checking with the school office. No charge is made.



Some Do's and Don'ts

Please do not park in the staff car park or in front of the car park entrance. In an emergency vital time could be lost through thoughtless parking. Parking is not allowed on the yellow lines in Eagans Close between 2.00pm and 3.00pm unless it is absolutely necessary for you to drive, we ask that you leave your car at home and take the healthy option – walking or park and stride. If your child comes on a scooter or bike, please leave them in the bike park near the office. Pushchairs or buggies can also be left here.

Dogs, other than guide dogs, are not to be brought onto the school premises. For short periods of time we suggest you safely tie your dog outside the school entrance.

Smoking is prohibited on school premises.

*For safety reasons, outdoor apparatus and equipment must not be used outside of Nursery hours. **If you arrive early, please ensure your child is with YOU at all times and does not ride on the bikes, use the climbing equipment, etc.***

Security

The security of your child is of paramount importance to us. You can help to ensure your child is safe by closing the door securely when entering/leaving the Nursery and making sure you close and bolt the gates on entering and leaving the main School site. Please do not assume the person behind you will do so. In those couple of seconds a child could slip out unnoticed.

To ensure the Welfare and Safety of all children, staff, parents, governors and visitors, the School has a detailed Health and Safety Policy, which is strictly adhered to. We also have a statutory responsibility in matters of Child Protection.



Choosing a Primary School

Although most of our Nursery children transfer to the main school, transfer is not automatic. It is your responsibility to visit the school of your choice and place your child's name on the waiting list. The school secretary will be only to willing to help you if you are unsure of what to do.

Transfer to Primary School

When you child leaves the Nursery we would hope to have encouraged your child to have gained some of the very important life skills that will help them with their transfer into Primary school and develop an love for learning. Some of the areas we would like to develop include;

- encouraging your child to develop movements, both fine and large, to be able to attend to their physical needs.*
- encouraging them to get along with their peer group and with adults.*
- showing some awareness of the needs, rights and feelings of others, and be able to make some attempt at sharing.*
- encouraging your child to be independent.*
- gaining a positive self-image, that they feel confident, that they regard themselves as someone who can achieve and is valued.*
- encouraging them to have a lively curious mind, and to take a keen interest in the immediate environment and the outside world.*
- developing good observational skills, be keen to try and solve her/his own problems, be creative, imaginative and be able to concentrate for short periods of time.*
- using language in a variety of ways,*
- an understanding of basic mathematical and scientific concepts*
- forming a positive attitude to learning which s/he will carry into the next stage of education.*

All this can only be achieved if home and School work together. We appreciate that most of what your child has learned so far, they have learned from you. At Holy Trinity we look forward to joining you in learning more about your child.