



Phone: 01724 842246 | Head teacher: Mrs Sarah Williams

**Welcome to our Nursery!**



*'Inspire, challenge, achieve...together.'*

## About Our Nursery

Our Nursery opened its doors on January 15<sup>th</sup> 2018, our Nursery is built onto the existing Reception class and is now classed as a 'Foundation Unit.' Children may start Nursery when they are 3 years old.

Our Nursery team consists of: Miss Hancock our Nursery Teacher, Mrs Taylor our Early Years Practitioner and Miss Willerton our Teaching Assistant.



Miss Hancock  
Nursery Teacher



Mrs Taylor  
Early Years Practitioner



Miss Willerton  
Teaching assistant

Our staff numbers adhere to the adult to child ratios as set out in the Early Years Foundation Stage Framework for the number of children we currently have on roll.

## Nursery Sessions



In order to keep our school site safe and secure, our Nursery opening and closing times coincide with the main school opening and closing times. You may choose one of the following options, depending on your circumstances:

### Option 1

30 hours funding

If you are in receipt of 30 hours funding you will need to obtain a funding code from [www.childcarechoices.gov.uk/](http://www.childcarechoices.gov.uk/) before a full-time place can be allocated.

Monday-Friday 8.45 am - 3.15 pm.

### Option 2

15 hours universally funded

Monday and Tuesday 8.45 am - 3.15 pm and Wednesday 8.45 am - 11.45 am

### Option 3

15 hours universally funded

Wednesday 12.15 pm - 3.15pm, Thursday and Friday 8.45am - 3.15pm

Top up hours are available should you wish your child to attend extra sessions. The cost is £13.50 for a half day (8.45am - 11.45am) or £27 for a full day (8.45am - 3.15pm) These sessions are subject to availability and must be paid for in advance.

Please contact Mrs Sidaway, the school business manager, on 01724 842246 for more information and availability.

### A typical day

Well... there is no such thing as a typical day at Nursery! We are keen to follow the children's interests and lots of activities are planned 'in the moment.'

However, we do have a routine which we try to follow:

**8:45am:** Staff welcome the children and their parents / carers. Children find their own self registration card to let us know they are here and start the day by learning through play in the indoor area. Children engaging in their own interests and planning their own learning, staff observe, interact and parallel play with the children during this time, questioning, suggesting, modelling, speaking and listening.

**9:30am:** We tidy-away with our "Choose it, use it and put it away" rhyme and engage in an Adult Led Activity. This will be a carefully planned activity to meet the needs/interests of the children, it will vary between to a whole host of exciting learning opportunities!

**9:45:** Children learn through play following their own interests and planning their own learning indoors and outdoors. Staff observe and interact with the children during this time, questioning, suggesting, modelling, speaking and listening.

**11:20am:** We tidy-away with our "Choose it, use it and put it away" rhyme and engage in singing/story-time. We wash our hands and get ready to have lunch.

**11:45am:** Lunch time in the hall where Nursery staff are on hand to support.

**12:15pm:** We let our food settle and we either listen to a story, have a storytelling chest or a talking tub activity.

**12:30:** Children learn through play following their own interests and planning their own learning outdoors. Staff observe and interact with the children during this time, questioning, suggesting, modelling, speaking and listening.

**1:15:** We tidy-away with our "Choose it, use it and put it away" rhyme and engage in an Adult Led Activity. This will be a carefully planned activity to meet the needs/interests of the children, it will vary between to a whole host of exciting learning opportunities!

**1:30:** Children learn through play following their own interests and planning their own learning indoors and outdoors. Staff observe and interact with the children during this time, questioning, suggesting, modelling, speaking and listening.

**2:45:** We tidy-away with our "Choose it, use it and put it away" rhyme, get ready for home time and say our school prayer.

**3:15:** Home Time



## Areas of Learning

Our Nursery has many areas of continuous provision for the children to access, both indoors and outdoors. The outdoor area is shared with the Reception children. Areas of learning include:

- Home corner
- Maths area
- Play dough
- Construction
- Small world
- Reading area
- Sand and water
- Creation station
- Sand kitchen
- Miniature garden
- Topic tuff tray/Natural atelier
- Stage - role play and music
- Wheeled area for scooters and trikes
  - Adventure Playground and Outdoor Gym for developing gross motor / physical skills

## The Key Person



Children thrive from a base of loving and secure relationships. This is normally provided by a child's parents but it can also be provided by a key person. A key person is a named member of staff with responsibilities for a small group of children who helps those children in the group feel safe and cared for. The role is an important one and an approach set out in the EYFS which is working successfully in Nursery settings and in Reception classes. It involves the key person in responding sensitively to children's feelings and behaviours and meeting emotional needs by giving reassurance, such as when they are new to a setting or class and supporting the child's well-being. The key person supports physical needs too, helping with nappy changing, toileting and dressing. That person is a familiar figure who is accessible and available as a point of contact for parents and one who builds relationships with the child and parents or carers.

Records of development / learning journals are created and shared by the key person, parents and the child. Small groups foster close bonds between the child and the key person in a way that large groups cannot easily do. These groups allow the key person to better 'tune into' children's play and their conversations to really get to know the children in the group well. Children feel settled and happy and are more confident to explore and as a result become more capable learners.

After a period of settling in, your child will be allocated a key person.

Your child's key person will either be Miss Hancock or Mrs Taylor.

## Meals and Snacks



Parents/Carers can either provide a packed lunch for their child or pay for a hot dinner if they are with us for the full day. The cost of a school meal is £2.40 and offers a choice of varied main meal options or a jacket potato with various fillings and a varied choice of desserts. The catering team also accommodates all dietary requirements.

Children eat their lunch in the dinner hall where staff are on hand to support.

Children also have snack available during the morning which includes a drink of milk and fruit provided by the Government Fruit for Schools scheme. We also provide children with an additional snack item which can vary from day to day. We provide biscuits, cheese and crackers, toast, cereals and other snacks! We do ask for a voluntary contribution of £1 per week or 50p for 15 hours towards this. This can be handed to any member of staff, weekly or termly.



## Nappy Changing and Personal Care




Your child may or may not yet be toilet trained. If your child is in nappies please send them to Nursery with a sufficient stock of nappies, wipes and nappy sacks in a named bag / ruck sack. When you feel your child is ready to be toilet trained staff can support this.

Even if your child is toilet trained, children do occasionally have toileting accidents. Please ensure that your child brings a spare change of clothing in their bag each day.

Our toilets are situated within the Nursery room and children are encouraged to be as independent as possible in their self care. Staff are always available to support in their personal care if required.

## Clothing, Uniform and Equipment

Our Oakfield school uniform can be purchased online from [myclothing.com](http://myclothing.com)

Enter Oakfield Primary School into the search bar and be careful to select the correct Oakfield Primary School. It will have our school logo  and address displayed next to the name.

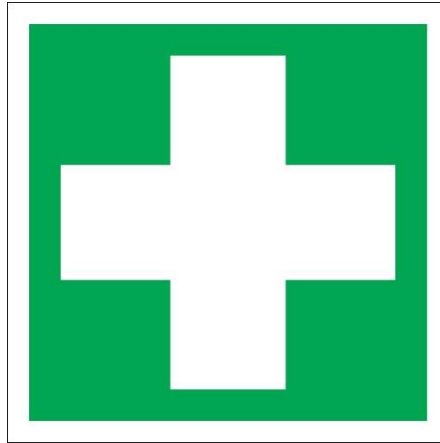
Our Oakfield school uniform can also be purchased from Shah's Uniform on West Street, DN15 2EQ.

We ask that your child brings with them a pair of wellington boots so they can access the outdoor area whatever the weather and a pair of plimsolls/trainers for indoor Physical Education. PE shoes and wellington boots can remain at school for daily use - please ensure these items are clearly labelled with your child's name. Please ensure that your child always has a coat with them and is prepared whatever the weather!

### **Your child will need to bring with them daily:**

- A named bag containing spare clothing
- A full water bottle with your child's name on it (children may have flavoured water but it must be clear and not fizzy)
- A book bag, this can be any colour and with/without the school logo

## Accidents / Injuries and Medical Information



If your child has a medical need, staff must be made aware. You will be asked to fill in details of the medical need to formulate a health care plan where necessary. Such medical needs may include severe allergies, asthma and eczema or a medical need requiring staff to administer regular medication. Staff are unable to administer medicine such as Calpol. If your child has been prescribed medication such as antibiotics, eye drops, etc. it is preferred that you come to school at the required time to administer the medication.

Whilst every care is taken to ensure that our environment is safe, children are children and bumps, trips and falls do happen - this is part of their development. Any minor head or facial injury (bump, scratch, graze) is reported immediately to parents via a phone call home. Accident forms are completed by the member of staff who witnessed the incident and will be given to parents at the end of the school day.

If your child is ill and unable to attend Nursery, please contact the office as soon as possible on 01724 842246.

## Home / School Communication



Regular communication with parents and carers is key to a successful partnership between home and school. We pride ourselves in having excellent relationships with parents. If you have any concerns or just need a chat, staff are available. Staff meet and greet you and your child daily at the entrance to the Nursery. Please inform a member of Nursery staff if there are any changes to who will normally be dropping off / collecting your child. If you need to speak to someone confidentially, please make an appointment with a member of the team.

We regularly communicate information about the school and events via our school ClassDojo page, on Facebook and on the school website. Information specifically about your child / their class will be posted on our ClassDojo app. We also post the weekly newsletter, containing the week's adult led activities on the class Dojo page. You will be given details about how to access the ClassDojo app when your child starts.

We hope that you and your child will be happy during their time at Nursery, however there may be occasion where you have concerns about your child and their development / behaviour / emotional needs. Please speak to a member of the Nursery Team in the first instance. Our

School can also offer pastoral support for children and their families in times of need. Special Educational Needs support is also available if your child has a specific learning need.

The following members of staff are available for support:

Pastoral Lead: Mrs A Chafer

SENDCo and Deputy Head: Mrs T Beacher

Foundation Stage Leader: Miss L Vessey

Head teacher: Mrs S Williams

Chair of Governors: Mrs C Kupfers

## Useful Links

The following link may be of use to parents and carers to explain what is expected at each stage of your child's development from birth to five:

What to expect when...

<https://www.foundationyears.org.uk/2015/03/what-to-expect-when-a-parents-guide/>

Our school website also offers a wealth of information and school policies should you wish to read them.

<https://www.oakfield.n-lincs.sch.uk/>

And finally...

Childhood is not a race to see how quickly a child can read, write, and count. Childhood is a small window of time to learn and develop at the pace which is right for each individual child.



## Ways to support your child's development at home...

- Remove dummies after the age of 1.
- Put away mobile phones and technology to encourage talk in the home
- Share stories and books as often as possible so that your child can develop their language, listening and vocabulary skills.
- Sing nursery rhymes and familiar songs.
- Encourage independence in handwashing, toileting, putting on coats and clothing.
- Make sure they can recognise their name in print and practise copying their name using a capital letter at the beginning followed by lower case letters
- Encourage the use of pencils and crayons to colour and mark make.
- Encourage the safe use of children's scissors to cut paper, card, Sellotape.
- Talk about the world around them: things they see outside in the garden, on the street, house numbers, road signs.
- Encourage them to use a knife and fork to eat
- Encourage your child to be outdoors as much as possible - walking, running, jumping, climbing, hopping, skipping