

NURSERY CLASS

ST JOHN'S CE PRIMARY SCHOOL

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WELCOME TO NURSERY Information Booklet



Welcome to St John's Nursery Class

We aim to provide a relaxed, happy learning environment and to meet the needs of each child socially, emotionally and physically.

In the time before turning five, children go through their most rapid period of development: physically, socially, emotionally and intellectually. In particular, the early years are a time of great curiosity when a child is trying to make sense of the world around them. Our nursery with its carefully planned and structured learning environment can build and foster this curiosity, which forms the basis of a child's capacity for learning. Nursery is also the foundation on which a strong and supportive partnership between home and school can be built.

Session Times

Morning Nursery Session 8.50 a.m. - 11.50 a.m.

Afternoon Nursery Session 12.20 p.m. - 3.20 p.m.

Stay and Play Session

We run this one off session for children to attend Nursery with a parent/carer to enable them to become familiar with the facilities and staff. We recommend that you try and attend this session so that starting Nursery is less daunting and more fun! We will inform you when your child can come for a drop in session.

Morning Session 9.30 a.m. - 10.30 a.m.

Afternoon Session 1.00 p.m. - 2.00 p.m.

The Nursery Curriculum

The Nursery class is a part of the Early Years Foundation Stage with its own curriculum for Nursery and Reception (ages 3-5). Each half term, EYFS staff introduce a new theme to provide inspiration for learning, whilst providing the flexibility for children to follow their own interests and ideas. Children learn through a balance of child-initiated and adult-directed activities. We promote a love of learning through real life experiences and opportunities to build on prior learning.

Please note admission to our Nursery does not automatically entitle you to a Reception Class place at St John's. You will need to follow a separate admissions procedure for Reception.

Contact details

If your contact details change, e.g. email address or phone number, it is important that you inform the School Office promptly so we can contact you in case of an emergency.

Preparing for Nursery

A key part of our curriculum is to foster independence in all areas of learning: academic, personal and social; and we look forward to sharing your child's learning journey over the coming months. Part of this requires that a child is able 'to attend to their own needs' which covers a range of experiences, such as:

- going to the toilet instead of wetting or soiling
- using a tissue to blow their nose
- washing hands with soap after a painting activity
- asking for help, for example when they need a drink etc.
- having a drink or fruit at the snack table when they are thirsty or hungry.

Before your child starts at Nursery, please encourage them to be independent at home and outside the home by:

- going to the toilet by themselves
- washing and drying their hands
- putting on their own coat, jumper, hat etc.
- playing with other children
- leaving them with friends or relations without you
- looking after and tidying away their own toys.

How can I help my child to be ready for Nursery?

- Make sure your child goes to bed early and gets plenty of sleep.
- Make sure your child eats a good breakfast or lunch before coming to Nursery.
- Read and talk with your child as much as possible and show an interest in what they do at Nursery.
- On cold and wet days please ensure your child is warmly dressed and has a coat and gloves as we play outside every day. Outdoor garments need to be clearly marked with your child's name.
- Make sure your child's shoes are a good fit and suitable for climbing and appropriate in all weathers. We recommend trainers with Velcro as they are far more practical than lace-ups.

Toileting arrangements in our Nursery Class

Before your child joins our school, it is important for you to understand our procedure regarding toileting. It is essential that your child is fully toilet trained before they start at St John's. This is a vital part of attending Nursery which is a new and different setting from home, where children spend time away from key carers who help with toilet time, such as Mum or Dad.

Please rest assured that every child is very well looked after and given the care and attention they need to help them along the way towards independence. We fully understand that young children may have toileting accidents which will be dealt with in a sensitive manner by our Nursery Staff. We strive hard to work in partnership with parents in all situations and will help if your child has a 'blip' in their toileting. However, we do not have the facilities to change nappies.

Please use the next few weeks before your child joins our Nursery to make sure that they are fully toilet trained. Please help your child to stay dry during the day whilst wearing underwear instead of training pants.

I am sure you will assist us and we do not wish to cause distress or worry by writing to you about this issue. If you have any questions, please contact the Nursery Staff via the school office. Many thanks in advance for your support in this matter.

Settling in Procedure

You are expected to stay with your child until they are happy in the nursery environment. This time will vary for each child, according to their individual needs. Coming to nursery daily will be a new experience for most children. They will be meeting new adults, new children and will have plenty to see and do. This is a lot for anyone to cope with, especially when they are only three or four years old. We ask for your support in settling your child into the nursery.

The recommended procedure is as follows:

- Day 1 Two hours in nursery with parent/carer.
- Day 2 Two hours in nursery with parent/carer sitting in an area nearby where the child can see the parent/carer whenever they want to.
- Day 3 Two hours in nursery with the parent/carer possibly leaving for 30 minutes.
- Day 4 Parent/carer extends their leaving time.
- Day 5 Leaving time extended again. After this the child stays for the whole session.

This routine is flexible. Some parents/carers are able to leave their child quickly, but as stated earlier, 'settling in' varies according to each child's needs and cannot be rushed.

During the first couple of days you can help them become familiar with the nursery routine, as will the Nursery Staff. Examples of settling in activities are:

- play with them
- teach them the staff member names
- show them the toilets and how to wash their hands
- show them how to play with the sand/water/paints etc.
- encourage them to tidy away something when they have finished
- show them the aprons, which they need to wear for painting or messy activities
- teach them to pull up their sleeves when playing with the water.

Above routine and suggested activities will help children to build up their confidence in their new surroundings.

Start and End of School Times

If your child is to be collected by an adult not known to the teacher, it is the responsibility of the parent/carer to inform Nursery Staff. In the event of a parent/carer being delayed to collect their child, no other adult should take the child off the premises without first consulting the school. Please telephone to let us know if you are running really late.

Parents/carers leaving and collecting their children should not park in dangerous positions, or too close to the school. Please observe the parking regulations around the school at all times, be courteous to our neighbours and do not park on driveways - parking is regularly monitored.

Outside area

Our outside classroom is also the main entrance to the school buildings. Before and after school children (including siblings) are not allowed to climb fences, gates or play with any of the outdoor school equipment.

Please also note that any pre-school aged children on the premises are entirely the responsibility of the adult accompanying them.

Lateness

If you arrive after the session start time, please report to the School Office so your child can be

marked in the register and sent into their class.

Absence

If your child is unwell or unable to attend school, please send a message explaining the reason for the absence using the Teachers2Parents (Eduspot) texting system by 9.30am.

Special request for leave of absence

Permission to take your child out of school during the term time must be sought in advance from the Headteacher. Please complete and submit a 'special leave' form, available from the school office. Parents/carers are expected to book holidays during school holidays and not during term time.

Illness, Medication and Health matters

Welfare Staff are employed at the school to assist with any medical, welfare and social concerns you may have. Also, the staff in Reception and Nursery have Paediatric First Aid qualifications. If your child needs medication during the day, please let the office know and ensure the appropriate forms are completed. If your child requires regular medication during the day, e.g. an asthma inhaler, please let us know so they can keep it at school. Please do not send your child to school if they have been unwell before school, it can make children feel very vulnerable and uncomfortable.

If your child has suffered from vomiting or diarrhoea, they must stay at home **for at least 48 hours** from the last episode before you can bring them back to school. This helps to stop the spread of illness to other children and staff.

Please note the following information which the Governors have decided, having taken advice from medical practitioners:

"Children who are on antibiotics should be discouraged from attending school for the first few days of their treatment, as it is felt that children who need such medications are not fit to attend classes. If a child has recovered enough to attend school during the latter part of a course of antibiotics, welfare staff should not be expected to administer these medications. Either the child should be given the daily dose of medicines outside the school hours, or if necessary, the parent/carer should arrange to bring the antibiotics to school and administer it to their children themselves. Medical advice states that it is preferable to adjust dosage around the school day. No commercially available medication will be administered at school. If medication is required in school, you will need to complete a form and hand it to the School Office, together with the medication. Do not leave any medication/creams with the children.

Cuts and grazes are treated with water and sticking plaster and ice pack if needed. No painkillers will be administered. Any medication which the Headteacher has agreed to being used for the care of individual pupils is securely stored and access should be restricted. These guidelines follow recommendations made by the Education Authority."

Uniform

Please make sure you adhere to our school uniform policy. Please ensure your child's jumper has a light blue logo and not the white logo which is used for the main school PE kits. Coats need to be blue or black and please note we go outside in all weathers so please make sure your child is appropriately dressed.

Birthdays

We like to celebrate every child's birthday on their special day. To mark their birthday, you may donate a book to our class library which will be marked with a special message on the inside front cover. As we have a healthy eating policy, we do not give out cakes or sweets. If you wish to, you may do this outside the classroom after school. Please do not bring anything that may contain nuts.

Swimming

At St John's we are very fortunate to have a swimming pool. All children from Reception to Year 6 swim as part of their curriculum. We encourage Nursery children to attend lunchtime swimming sessions. Children who are attending half a day (one session) need to be accompanied by a parent/carer to help them to change. You do not have to get in the swimming pool as we have a fully qualified swimming teacher. Children who attend all day (two sessions) are supported by school staff. When your child starts Nursery you will be contacted about swimming sessions to give more details.

Library books

Each week we have a library session where the children are able to borrow two books from the classroom. Please purchase a book bag for this much loved activity.

Lunches

If your child stays at nursery for a full day (i.e. both morning and afternoon sessions), please provide them with a packed lunch. We suggest this to include a sandwich or roll, yoghurt, crisps or a biscuit, a piece of fruit and a drink which should be in a small flask or carton (no glass bottles or cans). We are a healthy school and encourage parents to provide a healthy and nut free packed lunch (no sweets or chocolate).

St John's is a nut free school as we have children with severe nut allergies. Please do not allow your child to eat anything containing nuts on the premises.

Governor's Maintenance Fund

St. John's is a voluntary aided school; because of this status we receive no funding from the local authority for the upkeep of school premises. The governing body therefore makes an annual payment to the London Diocesan Board for Schools Maintenance Fund for each pupil attending the school. By doing so, the LDBS supports building projects in our school which we would otherwise be unable to afford. We have benefited from this on many occasions and this has most recently included 'six figure' repairs to our flat roof and hall ceiling and the installation of new gas boilers. Such expensive projects would be beyond the scope of our school to fund from the school budget alone. For these reasons your voluntary contributions are essential and without them the school would fall into disrepair and closure.

Our children are also very lucky as they have the benefit of weekly swimming lessons in our school pool; this comes at no cost to parents because it is also funded by your donation to the governors (your annual donation would not cover the cost of swimming lessons outside of school for even one term!).

We therefore ask parents to make a voluntary contribution to our governor maintenance fund. This contribution is £14 monthly or £168 annually per pupil. Parents can make these contributions via our SchoolMoney (Eduspot) app.

Other Important Information

Milk and fruit are available during the sessions and the children help themselves whenever they feel thirsty or hungry. We kindly ask parents/carers to contribute extra fruit on a regular basis in order to offer a larger variety of fruit to the children. We also ask parents/carers for a small voluntary contribution (currently £7.50 each term). This covers the cost of consumables, e.g. gardening, playdough and cooking ingredients. Your support is greatly appreciated. This can be paid via the

SchoolMoney (Eduspot) app.

Your child will have a special book to record their learning journey. You will also be invited to parent evenings to hear about your child's progress and achievements.

We sometimes take the children on outings and educational visits and welcome any parents/carers who wish to accompany us.

We keep a stock of spare underwear and clothes in case of accidents. Please wash and return borrowed items as soon as possible after use.

Young children can be affected by any change in their circumstances, such as moving house or a family bereavement. It is helpful for the staff to know of any significant event so that they can support and reassure where necessary. Any information provided is treated in the strictest of confidence.

Finally, please do not hesitate to discuss any issues with us. We look forward to seeing you and your child at the Nursery.

The Nursery Team

Last updated: June 2023