

Welcome to



Highfields Primary  
Academy

## Starting Nursery Booklet



A guide for Nursery children and parents



## Foundation Stage

The Nursery and Reception Classes are known as the Foundation Stage in school, namely because this is where the firm foundations are laid for future learning. Nursery is sometimes referred to as Foundation 1 and Reception is called Foundation 2, at Highfields our Reception and Nursery are taught together in a Foundation Stage unit.

Within our Foundation stage we aim to create a happy, stable and stimulating place for your children to develop emotionally, intellectually, physically and socially.

Staff will guide and support the children as they learn and develop at their own pace. They will use the children's ideas and interests to prepare and plan activities to suit their individual needs.

The Nursery is based on children learning largely through play.



**Remember.... Play is a child's work.**

# The Nursery Routine

## Settling in

The school door opens at 8.45 am when you can bring your child down to Nursery. Each child is allocated their own coat peg with a picture label in the cloakroom where your child can hang their coat every day.

Once your child has settled and is busy with an activity parents are encouraged to say goodbye and then leave.

We recognise that some children may find parting from a parent/carer difficult and we advise that it is better to be matter of fact, remain calm and not to allow your child to pick up on any anxiety you may feel. The Nursery staff will always comfort children that are upset and if your child is unsettled or distressed for a long period of time we will contact you.

All children adjust to starting Nursery in different ways and we will work with you to ensure they settle happily.

A formal register will be taken at 8:50

Throughout the morning the children will engage in activities that they choose both indoors and in our fantastic outdoor play area. They will also participate in whole class, and small group activities planned by the Nursery teacher.

Nursery ends at 11.45am/3:15pm when the Nursery staff will bring your child to meet you at the main entrance. Your child must be collected by a responsible adult known to them. Please inform a member of staff before home time if someone different will be collecting your child. We will contact you before we allow anyone unfamiliar to us to take your child home.

## Children's work

The children will produce work such as models, paintings, mark making some of this work we keep in Nursery to display or to add to their Learning Journey as evidence of what they have achieved. The children will also want to bring their work home. We ask that you spend a few minutes talking to your child about what they have made with lots of praise and encouragement to show their 'work' is valued.

## Useful Information

### Clothing

Children are expected to wear school uniform details of this should have been sent to you. Please ensure all items of clothing are labelled as children will not always recognise their own clothing and many are identical.

**ALL CHILDREN NEED A PAIR OF PUMPS TO WEAR WHILST INSIDE NURSERY.**

We have a fantastic outdoor play area; children have access to this each day and in all weathers.

We ask that the children wear sensible footwear suitable for climbing, riding on bikes and running etc. for this reason we do not allow open toe sandals in Summer time. Please provide your child with a warm coat, hat and gloves in the winter months. Wellington boots will be required all year round, so if possible have a pair that you child can leave at Nursery. During the summer months we recommend the children wear sun hats and we would also ask you to apply sun cream to your child before Nursery as we are unable to do this during the session.



### Jewellery

For health and safety reason we do not allow items of jewellery or nail varnish to be worn within Nursery. Ear studs are permitted after they have been pierced but only for the time it takes for them to heal, during this process their ears must be covered with a plaster before the start of the Nursery session. After this healing process the ear studs must be removed. We also ask that lines and patterns cut into short hair are avoided during school term time.

### **Drinks and Snacks**

We have milk and fruit each day this is free to the children in Nursery. We also ask that the children bring a water bottle to school each day. Please put your child's name on and fill with **water only**. The children will bring this home at the end of each session.

### **Sick children**

If your child is obviously unwell please do not send him/her to Nursery. If your child is unable to attend Nursery for any reason please inform school as soon as possible. If your child becomes unwell during the session we will contact you.

### **Toys and sweets**

Please do not allow your child to bring toys or sweets into Nursery as these can easily get lost or broken.



### **Contact details and changes of circumstances**

Please ensure that either Nursery staff and/or the school secretary have up to date records of phone numbers and emergency contact details and inform us immediately if these change.

Please let us know of any changes in family circumstances or anything you feel we may need to know relating to your child. Information will be treated in confidence. Moving house, death of a pet, changes in relationships can all affect your child.

### **Baking**

From time to time the children will be involved in tasting and baking activities. Parents are kindly asked to make a contribution; we will send a letter home with the children when we intend to bake.

### **Sharing Books**

Spending time to share a book with your child is a really important activity. Every Tuesday and Friday mornings your child can choose from our selection of books these are set out in the classroom, Parents and carers are welcome to stay and read these with the children they can then take these home for the week. We ask that the children have a book bag for this reason.

### **Parents and the Nursery**

We aim to establish a strong link between home and school and value what you do at home with your child. We aim to build on what they already know and the experiences that you give them.

We welcome parent helpers within the Nursery however it is important that the children are well settled first and will not be confused by your presence.

Please let us know if you have a particular interest or skill that you are willing to share with the children in Nursery.

### **Rewarding Children**

We like to reward children for good work, being helpful and following the routines and rules in nursery. We regularly give out stickers, Dojo points and verbal praise for children who we see doing all of these things.

### **Toileting**

It is your responsibility to ensure that your children are toilet trained before they start Nursery. We do understand that some children will have accidents from time to time, so please send your children with a bag of spare clothing, so that they can change themselves if this happens. There is a toileting policy available upon request. If you would like a copy, please speak to a member of staff.

## **Preparing your child for Nursery and helping your child at home.**

**Talk to your child about starting Nursery** - about what they are going to do, making friends, and meeting adults

**Talk to your child lots about anything and everything!** Talk about things you and your child do and see; count things around the house e.g., talk about colours, shapes and size of everyday objects.

**Nursery Rhymes and Books** - this is vital in improving language and memory. So sing and recite as many as possible. Share books, talk about the picture and ask questions. Just enjoy books together.

**Encourage your child to become independent** - in school your child will be encouraged with support to do things for themselves.

- put on and take off outdoor and some indoor clothing
- Manage their own personal hygiene - going to the toilet, wash their hands etc.
- select toys they would like to play with and tidy them up

**WHATEVER YOU DO WITH YOUR CHILD ALWAYS GIVE THEM LOTS OF PRAISE AND ENCOURAGEMENT.**

We hope this booklet has been of help to you. If you have any questions or queries please do not hesitate to contact school to speak to a member of the Early Years team.