



"Tomorrow's success begins today"

Welcome to
Kents Hill School & Nursery



Turtle Class
September 2020



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A warm welcome to Kents Hill School Nursery

The staff and governors would like to take this opportunity to welcome you and your family to the Nursery of Kents Hill School. The Nursery is the first year of the Early Years Foundation Stage of your child's education in school. Following this, we hope they continue their education in our Reception class.



Here at Kents Hill we aim to provide a happy, secure, friendly and stimulating environment where children learn and have fun together, supported by an enthusiastic and professional staff team. Your children will arrive at Nursery as experienced learners, bringing from home a great deal of knowledge about themselves and their world. We hope to be able to work together to build on, and extend their developing interests, skills and experiences through a play based learning approach.

Mrs Pace, the Early Years Phase Leader will be the Nursery class teacher. She will oversee the provision, planning and learning environment in Nursery and work closely with the Nursery team to support your child's progress and development.

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Our Aims

At Kents Hill we aim:

- To support everyone's learning journey, encouraging excellence, with determination and courage, in a safe and friendly environment;
- To provide an exciting and stimulating environment in which learners will gain confidence, independence and a sense of responsibility;
- To deliver opportunities for everyone to acquire and apply knowledge and skills, preparing them for the future challenges of our ever-changing world;
- To build an outstanding community based on kindness, honesty and respect for ourselves and each other.

In addition to the above, whilst your child is in Kents Hill Nursery, we aim to:

- Create a safe and happy environment where your child will feel wanted and excited about learning, through meaningful and constructive play.
- Work in partnership with parents/carers to establish positive home/school links.
- Encourage their self-confidence, self-discipline and independence.
- Celebrate learning and achievement.
- Prepare them for the next step in their education.
- Have lots of fun!



What will my child do at Nursery?

At Kents Hill School Nursery we provide a broad, balanced and rich nursery education through a range of activities within both the indoor and outdoor learning environments. The environment itself is carefully planned so that provision in each area helps to develop skills and supports the learning of all children in the setting. Each area is enhanced with resources that focus on the children's interests and promote curiosity and exploration.



In Nursery we use the Characteristics of Effective Learning to plan opportunities for children to develop skills in the 7 prime areas of development;

- Communication and Language
- Physical Development
- Personal, Social & Emotional
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts & Design

We recognise the importance of each individual learner and understand that every child is unique and will have their own interests and motivations. A play based approach to learning and exploring will enable all practitioners to interact and support learning in all areas.

Alongside this, we also respond to the seasons and the calendar, giving a 'shape' to the children's year in Nursery. This provides special, one-off opportunities for exploration and learning such as festivals that are celebrated by groups of people emphasising togetherness and participation and community.

Creativity runs through the whole curriculum, with each experience offering opportunities for children to make choices, think through solutions to problems and find unique ways to express themselves through talking, drawing, painting, creating models, making music, singing, dancing and moving, enabling them to become confident and independent learners.

More information about the Characteristics of Effective Learning can be found on this website: <https://famly.co/blog/the-child/sue-allingham-characteristics-effective-learning/>

This website has a wealth of useful information for parents of young children: www.foundationyears.org.uk



What time will my child start/finish?

Children entitled to 15 hours of funded childcare attend Nursery from 9am - 12pm, Monday to Friday. Children entitled to 30 hours of funded childcare attend Nursery from 9am - 3pm, Monday to Friday.

Go to www.childcarechoices.gov.uk to see full details of funded childcare and to check/apply for eligibility. If you are eligible you will be allocated an 11 digit code. You will need to advise staff in the school office of this number and then renew the code each term during the year.

It is important that children arrive and are collected on time every day so that settling in can happen all together and the Nursery children and adults can start their day.

We are able to provide extra wraparound care from 7:30am-6pm, subject to places being available. Please ask for details of cost per session.



What happens about dropping off/collecting my child?

- Adults over 16 must bring and collect your child to and from Nursery. If someone other than the usual adult is collecting your child for any reason, you must let us know either in person or by telephone. You must inform us of who that person will be and provide them with your password.

- The person collecting will be asked for a password that will have been previously agreed by you.
- For health and safety reasons pushchairs cannot be taken into the Nursery learning area. Nursery staff cannot be held responsible for children left in pushchairs outside. There is a small room just inside the door if you need to bring your pushchair inside, but please be aware that younger siblings are parents' responsibility.
- If you are unavoidably late, you must also let us know so that we can reassure your child and avoid them becoming too upset. It is important that children are collected on time. Late collection should only be in exceptional circumstances - you will be asked to sign in the late book and give a reason for lateness. There may also be a charge for late collection in line with our childcare costs.



Attendance and Punctuality

At Kents Hill, we aim to help children and families into good habits for life. There are 14 weeks of school holidays though the year and we encourage you to take your family holidays during these periods. If you need to request an absence during the term time please complete a leave of absence form. Until children reach the age of 5, attendance at school is not compulsory, but builds good practices.

It helps children to arrive on time into Nursery. When they arrive with all the other children, they follow the same routines and settle into the session more easily. Please aim to arrive on time every day.

Do Nursery children wear uniform?

We ask children attending Nursery to wear an embroidered school sweatshirt, cardigan or T-shirt along with black or grey jogging bottoms or leggings. Wearing the school uniform helps your child to have a sense of belonging. All their clothing **must** be clearly named and embroidered uniform may be ordered online via our school website. Alternatively, if you wish to buy in person. Kedaph Schoolwear Ltd www.kedaphschoolwear.co.uk are our new supplier who are based locally.



As we will be outside every day in all weathers, please provide full waterproofs and rain boots for your child when they start in September, to be kept in Nursery. We know the benefits of outside learning and want the children to explore and investigate, no matter the weather.

Please ensure that all clothing and belongings are clearly named - you can buy self-adhesive name labels via the link: www.name-labels.com

Clothes need to be easily removable to help your child become more independent especially when going to the toilet. Aprons are provided for painting etc. but clothes may get a bit messy from time to time due to the nature of nursery activities. Children must wear footwear that is suitable for outdoor and indoor activity - preferably without shoe laces.

All children must have a book bag; these are available to buy from the school office.

Voluntary fund

Free milk and daily fruit and vegetable snacks are provided for all children. Water is also available at all times. We also ask that parents contribute towards the cost of cooking and other activities that take place throughout the year. This can be in the form of a regular donation or a single amount at the beginning of the year or term. We will send a letter about this in the Autumn term.

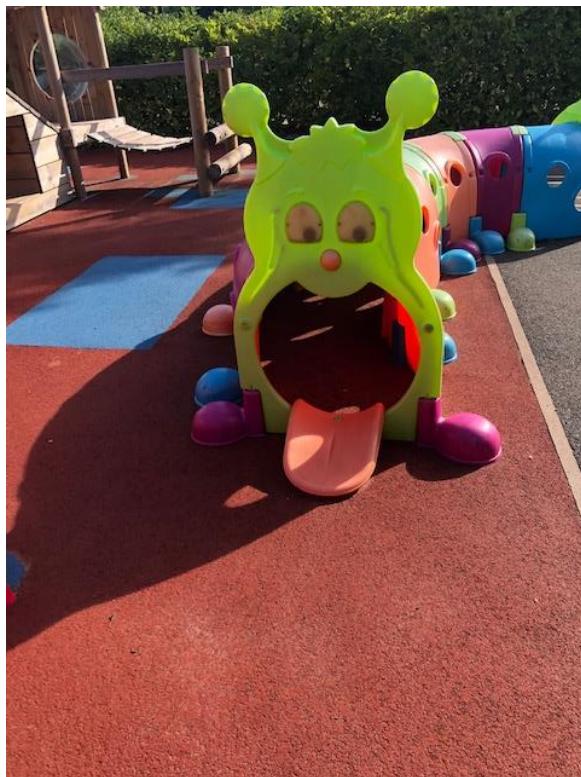


Behaviour

Our school Behaviour Policy is based on promotion of positive behaviour and by praising exemplary attitudes and behaviours.

We have 3 main Golden Rules in Nursery - "Kind hands, kind words, kind feet."

Children are rewarded for displaying positive values and attitudes, including towards their learning. If children have difficulty following our Golden Rules, we will try to help them to understand how their behaviour is affecting others. Continuing unacceptable behaviour will be shared with parents. Children learn much more quickly when parents and school are working together. Our behaviour policy can be viewed on the school website.



Health Matters

Toilet Training

It is recommended that children are toilet trained before starting nursery, but we do recognise that children develop at different rates. Many children are just past their third birthday when they begin Nursery and so there may be a very small number who have not developed consistency in their toileting. Please talk to Mrs Pace if you need to, concerning toilet training.

We will discuss the management of this with parents/carers so that we are working in partnership towards the child's independence.

What if they have an 'accident'?

You are asked to provide a change of clothes for your child in case this situation occurs. The staff will help them to change into their fresh clothes.

You will be asked to sign an 'intimate care' letter to give permission for adults to clean and change your child if they are wet or soiled.

What happens if my child is ill?

If your child is not well enough to attend Nursery, please phone before 9am to let us know they are not coming in, and the reason for their absence. If your child has a sickness or diarrhoea bug, they cannot come into Nursery for 48 hours after the last episode.

If your child becomes ill during the Nursery session, we will get in contact with you to explain the situation and ask you to collect your child as soon as you can.

If your child has a bump or scrape, we will administer simple first aid and note it in our accident book. You will receive a message if your child has had a head bump at school and there will be a note in their bookbag. Other bumps will be recorded and a note put in your child's bookbag. If your child has an accident requiring a doctor's attention, becomes unwell or receives a severe bump to the head, we will contact you immediately.

Medical Needs

If your child has an ongoing medical need which requires either treatment or monitoring, please ensure that you share this information with staff as soon as possible.

If staff are required to supervise a child taking medication, for example, an asthma inhaler, we will need prior written authority and full written instructions. This must be sent to the main school office where central records are kept and then the Nursery staff can store and administer medication in the Nursery building. Please ask the main office for a form.

Health and Safety

We regularly check all area of the Nursery and all equipment to ensure a safe environment. If you notice anything that may be a hazard please bring it to the attention of a member of staff. All staff are trained in First Aid.



How will you get in contact with me?

At registration, we will ask for emergency contact details for yourself and someone else with whom we can get in touch in case of an emergency.

It is also very important that you notify us immediately of any changes to your contact details so that we always have an up-to-date telephone number and email address. We send regular newsletters and other information via email. If you don't have access to a computer, we will send information in paper format via your child's bookbag.

Lunch time

If your child is in Nursery for 30 hours, they will need a packed lunch or you can pay for a hot dinner (ask the office for details). If your child has a packed lunch from home, please ensure it is healthy and has a variety of different foods for your child to eat.

Packed lunches could include - a sandwich, wrap, pitta with a filling, pasta, vegetables, cheese, fruits, plain biscuits, crackers, crisps, bread sticks, meats, raisins, yoghurt pots, mini cakes or cookies.

Packed lunches should not include - chocolate, yoghurt pouches, nuts or products containing nuts, soggy sandwich fillings, fizzy drinks. Nutella cannot be used as it contains nuts.



Parents as Partners

Parents are children's most important educators in their earliest years and continue to play a major role in their young child's learning when they enter the Early Years setting.

We value your role and look forward to working in partnership with you in the Nursery setting. Here are some of the ways you can become more involved with your child's learning experiences and help build a unique link between home and school:

- Provide opportunities for your child to play imaginatively at home.
- Share a book with your child every day, talk about books, read familiar words to them. For example, labels on their favourite foods, family names. Enjoy a wide range of books, e.g. poems, nursery rhymes and information books together.
- Encourage your child to listen to songs, music, stories and rhymes and retell or sing them back to you.
- Talking with your child is very important - but so is listening to them. Try to answer their questions and encourage conversations.
- Encourage them to count and use numbers in everyday situations and in nursery rhymes.

- Help them to match and sort things, e.g. putting knives and forks, cups and saucers and socks into pairs, or sorting out big and little tins and putting packets into order of size.
- Give them the chance to use their fingers and hands, e.g. building with bricks, cutting out with scissors, helping with baking or food preparation and fastening zips and buttons.
- Encourage them to express their own ideas and feelings though using crayons, pens, pencils, paint, music, dance and play.
- Encourage them to take turns and share with siblings and friends. Let them lose at games sometimes!
- Encourage your child to talk to adults about their feelings.

How can I help prepare my child for Nursery?

Preparing your child for Nursery is very important. Here are some suggestions of things you can do to help.

- Before they start try to get them used to other people. Encourage them to spend some time with a trusted adult away from home. Also encourage other children to come and play and let your child go to other children's homes.
- Encourage your child to independently put on and take off their coat, socks and shoes. This will enable them to manage their own coat as they go in and out of the learning areas at Nursery and take part quickly and easily in our P.E. and music and movement sessions in the main school hall.
- Make sure they can manage the toilet on their own and can ask clearly when they need to go, including washing their hands.
- Help them to independently use a tissue to wipe their nose.
- Explain to your child that they can speak to any of the Nursery adults if they are unhappy or upset.



Parental involvement

We welcome parents in Nursery. In order to make our Nursery a happy and successful learning environment for children, we need your support!

All Nursery activities can be enriched and extended by the involvement of parents. Through a parent rota scheme, we welcome parents and carers into Nursery to share time with the children and involve them in activities such as baking, artwork and sharing special skills.

