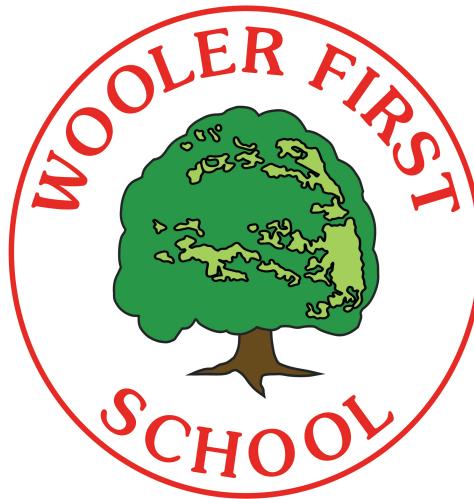


# Little Acorns Nursery

at



## Welcome Pack

Wooler First School, Brewery Road, Wooler NE71 6QF  
Tel: 01668 282296

Email [wooler@woolerandglendale.co.uk](mailto:wooler@woolerandglendale.co.uk)

Nursery admin: [gillian.brown@woolerandglendale.co.uk](mailto:gillian.brown@woolerandglendale.co.uk)



### **Why choose Little Acorns at Wooler First School**

We want all our children to be creative, independent learners. We are a small school with caring practitioners who know the children really well, identifying talents and abilities whilst supporting and providing challenges in individual learning. We have a great family and community spirit, working closely with parents, carers, other settings and schools to ensure the best possible start for our children. Our fabulous outdoor play area and school grounds support an active Forest School and an abundance of quality physical play. This enables every child to learn outdoors, stimulating their inquisitive and creative minds.

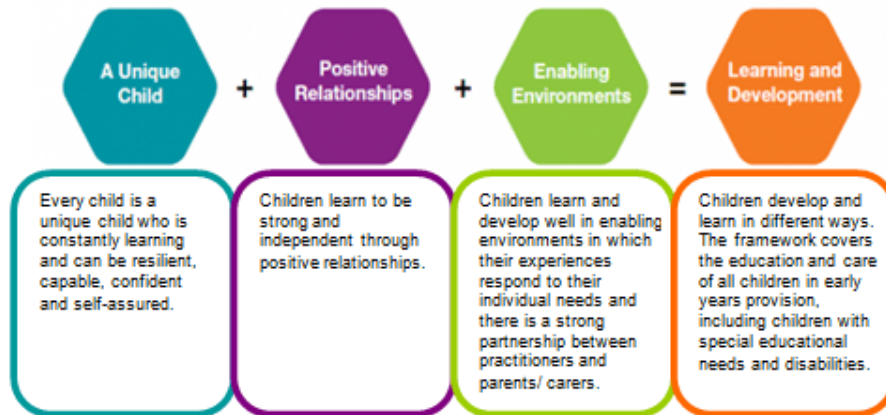




## Wooler Nursery and Early Years aims to provide:

- a happy, safe and secure environment
- experiences that will help children gain confidence
- opportunities to learn and play with others
- Equality and Diversity throughout the setting
- a wide, varied and exciting curriculum

We follow the Early Years Foundation Stage Aims and Principles to develop the whole child, believing the following:



## About us

We are the Nursery and afterschool care that is part Early Years at Wooler First School. Our room is situated opposite to the Reception class. Because we share our wonderful outdoor space, we often work alongside Miss Symons and the Reception children. Once you have registered your child, you will be given an opportunity to visit Nursery with your child, meet staff and have a look around. To make sure that we make your child's settling in as smooth as possible we will also ask you to help us fill in an 'All About Me' booklet. This will help practitioners in the setting know all about your child's individual learning needs.



**Victoria Symons** Reception Teacher and Deputy Head Teacher



**Peter Lindley** Early Years Leader



**Vickie Grey -Nursery Leader** BA Joint Honours Degree in Childhood Studies and professional Practice Studies (2nd Class Upper Division) & Play Worker Level 3



**Susan Patterson – Nursery Officer** NVQ Child Care, Learning & Development & Play Worker Level 3



**Michelle Brown :Nursery Officer** BA Degree in Early Years, professional Practice Levels 4 & 5 & Play Worker Level 3, BTEC National Diploma in Nursery Nursing



**Iona Carr: Nursery Assistant** NVQ Early Years Care & Education Level 3 & Play Worker level 3



**Rachael Cowan: Nursey Assistant** is our newest member of staff and is has her Level 3 Diploma in Early Years



**Gillian Brown** Administration Assistant

## Sessions

Sessions are held Monday – Friday and we are open 8 am until 5.30pm (although this is subject to change). We encourage preschool aged children to attend sessions in the hours between 9am and 3pm. All children are eligible for 3yr old funding in the term **after** they have turned 3yrs old. They each get 15 funded hours per week. This can be stretched across the whole term/year in order to accommodate school holidays. For the 30 hours funding please follow the link to see if you are eligible: <https://www.childcarechoices.gov.uk/>. For two year funding please check <https://www.myearlylearning.co.uk>



## Lunch

Your child can also stay for lunch, which the children eat together in the main room. There will always be a member of staff on hand. You can either bring a packed lunch (adhering to the school's healthy lunch policy) or pay for a hot cooked lunch. These are made on our premises and please ask for an up to date menu. *Please inform staff of any special dietary needs or allergies.* If your child has a school lunch, the cost is **£2.20 per meal**. This cost is subject to change. Please ensure that lunch money is sent to us in a sealed envelope stating your child's full name and the amount being paid. This must be paid prior to Monday lunchtime. So, if your child attends Nursery on a Monday, they should bring their weekly lunch money with them. If your child does not attend until Wednesday, they should bring their weekly lunch money in with them on the last session of the previous week.





## **Milk**

Cool Milk is a milk scheme who work on behalf of Ofsted and day-care providers. They provide free milk for our Nursery aged children. They help settings by reducing the time spent on administrative paperwork of claiming for milk and also finances so that we are not waiting to pay for invoices or reimbursements, therefore allowing our funds to be freed to purchase essential resources. The setting provides the numbers of children on a daily basis who drink milk and they do all the rest! They work in partnership with the local Dairy who deliver both whole and semi-skimmed milk to the setting throughout the week.

All children aged under five years old are entitled to free milk, as this is regarded as an important factor in your child's health and development within the 'Voluntary Food and Drink Guidelines for Early Years' publication.



## **Key worker**

Vickie Grey is the main point of contact in Nursery. Your child will be allocated a key worker for your child when starting Nursery. This is a member of staff who continually monitors your child's progress and meets their individual learning needs, through careful observation and planning. You'll be able to talk to this person or Vickie if you have any concerns about your child.

## **How we communicate with you**

- We always have an 'open door' policy – you are always free to come in and chat if you have **any** concerns about your child at school.
- Invite you to an initial short informal chat where you and your child's new Keyworker can discuss likes/dislikes and any relevant information and complete your child's 'All about Me'

- We send you a half termly newsletter, which has a broad outline of what we will be teaching and learning in that half term.
- Parents' consultations twice a year for the preschool aged children with Vickie or your child's keyworker. Parents/carers of two year olds are also welcome to book a meeting.
- By using Tapestry we can communicate with you on a daily basis. You can always add photos and comments to your child's online Learning Journal whenever you want. Please see a member of staff if you need a new password or have a question about Tapestry.
- Providing you with an end of year report that explains how your child is getting on at Nursery.
- Updating our website on a regular basis to see what's going on.
- A school to parents text system is also in place.



### **Drop Off & Collection**

In a morning, the doors to Nursery will not open until 8:55am. Unless you attend breakfast club we ask parents to remain outside the door until a member of staff opens it. When you come into Nursery we ask that you sign your child in and advise a member of staff if someone other than yourself will be collecting your child.

At the end of each session, the door will remain closed until the session ends. We ask that you remain outside until the door is opened by a member of staff. This is to ensure the safety of the children. If you are collecting your child at a time any other time please ring the bell. If your child has a doctors or dentists appointment then please bring a copy of the appointment form in for the Nursery staff to photocopy. If you need to speak to a member of staff, we ask that you do so at the end of the session if possible. Alternatively, an appointment can be made for a time more convenient to both parents, carers and staff.

## **Sickness**

If your child is poorly, please do not bring them to Nursery until the symptoms have gone away. If your child has an infectious disease, such as measles or chicken pox, please do not bring them into Nursery until they are free from infection. We follow recommended guidelines issued by The Health Protection Agency (HPA), which are available from the main school office. If your child has been suffering from sickness or diarrhoea, they should be given **48hrs from the time they have stopped their symptoms** at home before they return to the setting. This prevents the spread of infection amongst the other children. We have noticed recently that far too many children are being sent in too soon after they have been ill – this is not good for the poorly child or the setting.

If any medication is to be administered, it must be prescribed by the doctor to be taken 4 times a day (e.g. antibiotics). If your child needs an inhaler, direction must be given to a member of staff. You will be asked to complete and sign a form for this purpose. You will also be asked to sign a form to give permission for staff to carry out first aid treatment if/when necessary.



## **Term Time**

Little Acorns operates throughout the year. During term-time we have a qualified Early Years teacher in the setting. Please note that the Little Acorns will be open on the school's teacher training days. Little Acorns will also be closed on bank holidays and for two weeks during August: close at 5.30pm on Friday 17<sup>th</sup> August 2018 and reopen at 8am on Monday 3rd September 2018

## **Behaviour & Special Needs**

There is a behaviour and management policy in Nursery that we follow but if the staff feel that if a child is having difficulties, they will ask to speak to you to discuss this.

If your child has any special needs, please let us know as soon as possible. All children and their families will be welcomed into Nursery.

## **The Cost**

Nursery is a self funding setting. We receive no outside funding except the government funding for 2, 3 and 4 year olds, where applicable.



**Paid sessions are charged at £4.50 per hour. PLEASE NOTE THIS IS SUBJECT TO CHANGE.**

Fees are calculated on a half termly basis so you will know how much is due each week for the whole of each half term. You will be asked to sign a copy of the fees policy. All parents/guardians must adhere to this policy. You can choose to pay your fees weekly on a Monday or your child's first session of the week. If you prefer to pay them half termly, this must be paid within the first two weeks of each half term. Full payment is required for absence and personal holidays. If your child is unable to attend Nursery through illness or other circumstances for a period of over two weeks, please refer to fees policy

**You can make payment by cash or by cheque made payable to "Northumberland County Council".**

Fees must be paid to staff in a sealed envelope, stating your child's name and the amount of money in the envelope and which sessions are being paid.

### **Clothing**

Nursery is an important part of Wooler First School. Our aim is that all children who attend Nursery should be wearing the school uniform. Book bags are vitally important too, even if your child only attends a couple of sessions per week. A book bag **must** be purchased before starting in Nursery – your child will use this all the way through school. These are available from the school office at £4.50 each. This provides a place for important letters, library books and child's belongings to be kept. Both uniform and book bags can be purchased from the main school office by completing an order form (prices vary depending on size.) Children in Nursery do not need PE clothing in school.





### **Summer Sun**

Please ensure that sun cream and a named hat are provided for your child in their bag from April onwards so we can ensure that they are protected from harmful rays.

### **Other things.....**

- Fire drills will be carried out regularly, on a half term basis in conjunction with the school.
- Sometimes, children will be taken out of Nursery for a visit to the local Library, do some shopping for a cookery activity or a walk to visit places of interest to learn about their local community.
- The entire school site is a non – smoking environment. This includes e-cigarettes.

### **How we plan for your child**

In Nursery we follow a fully child-led approach to play based learning with the belief that each child develops at his or her own pace. The nursery staff support and develop your child in their learning, focussing upon your child's interests rather than an adult formulated plan. Play is a child's work, and we make no distinction between the two, therefore you will probably hear from your child that they play all day, however this is where the learning takes place.

The adults in the classroom will join the children in their learning, whether that's in the sand pit, building with blocks, in the garden or somewhere else. They will observe what an individual child or group of children is doing and will help develop their knowledge and understanding by asking them questions, providing information, or demonstrating a skill. This quick 'in the moment' planning and teaching means that the new knowledge or skill is immediately useful and meaningful to your child, and therefore more likely to be retained and used independently in the future. It also means that

your child is taught new skills and information at the right level for them.

To maximise learning opportunities, the children have daily access to both an indoor and outdoor classroom, and are encouraged to make their own choices. We have many different areas and activities always available which include (but are not limited to):

- Role play
- Blocks and construction
- Arts and crafts, including painting, drawing, junk modelling and sewing
- Playdough
- Small world
- Sand
- Water
- Music and movement
- ICT and technology
- A mud kitchen
- Gardening
- Climbing

Early reading, writing and mathematics skills are seen frequently across all areas and activities. Phonological awareness and development are encouraged when children show an interest.

We come together as a whole class or in small groups at the end of each session to sing songs, read stories, share our learning and hear about special times/events the children have had at home.

Nursery follows The Early Years Foundation Stage (EYFS) curriculum, which covers seven areas of learning. There are three Prime Areas and four Specific Areas. These areas are explained really well in a new government document called 'What to expect, when?' The purpose of this downloadable document is to help parents and carers find out more about how your child is learning and developing in their first five years. We have to remember that children develop more rapidly during the first five years of their lives than at any other time. The document can be found here: <http://www.foundationyears.org.uk/2015/03/what-to-expect-when-a-parents-guide/>

We love the outdoors at Wooler First School and children will have the opportunity to play in our wonderful outdoor, shared play area every day. We often explore the Forest School, sometimes with the Reception children, learning new skills and developing others. Please ensure that your child is dressed appropriately for the weather as we will be accessing the outdoors in all weathers! We have enough waterproofs and wellies to allow all Nursery children to play outside in the wet weather.

**There is no such thing as bad weather, just bad clothing!**





### **Getting ready for full time school ( three and four year olds)**

On a regular basis staff from both Nursery and Reception Class work together to create a learning environment that stimulates all the children in our care. We hope that, because we now work so closely together that your child's transition in to Reception is seamless. We arrange many opportunities to work together, therefore making your child feel comfortable with staff. In the term before your child moves in to Reception you will be invited to bring your child in to Reception for a series of taster session.

During the school year children are given with opportunities to:

- Attend and take part in assemblies where they are encouraged to listen to stories, sing songs, saying and say the school prayer
- Have a school lunch or bring their own packed lunch in the school hall with all the school children.
- Play and learn in the outdoor, shared play area with Reception children. Both staff and Reception children get to know the younger children through informal activities every day.
- Attend Forest School with older children. They learn and follow rules to keep themselves safe within this different environment and often learn new skills within the supervision of experienced Forest School Leaders (Mr Lindley and Mrs Fletcher).
- Be part of the Christmas Show.

# **VERY IMPORTANT: Please clearly name all of your child's clothes, bags, lunchboxes and any other belongings they may use in school.**

## **A final word from Wooler First School Head teacher**

Adults in all First schools place a great importance on the work done by Nursery. It is there that many of the children learn for the first time to socialise with others and it is there that the foundations of good education are laid. This is the beginning of the Foundation Stage. This starts when the children are 2 and finishes at the end of the reception year in school, when children are 5. When your child comes to Wooler First School for the first time we are anxious that he/she will settle down as quickly and as smoothly as possible. In order to achieve this, the school keeps close links with the Nursery so that the children there regard the school as a familiar part of their lives and not something special and perhaps intimidating. You will find that much of the atmosphere that is present in preschool prevails in the reception class. This is because we want your child to transfer to school life with as little fuss as possible by developing the education that he/she has received at home and preschool. If your child

is to transfer to this school in September then during the summer term prior to this he/she is given the opportunity to spend some time working alongside the children in the reception class. We find this does a great deal towards making it possible for our new starters to face the first day with confidence and independence.



Mr M Deane-Hall