

# Bushfield Road Infant School Nursery



Parent's Information  
Booklet  
September 2022

### Our Curriculum Intent:

At Bushfield Road Infant School Nursery, our curriculum recognises the uniqueness of individuals and enables all pupils to achieve their full potential. We understand the importance of building on the prior learning and skills that pupils have already developed in previous settings and from experiences at home. The skills pupils develop in Nursery are crucial to secure solid foundations for them to build upon, for future success.

Whilst at Nursery, our pupils develop physically, verbally, cognitively and emotionally, whilst embedding a positive attitude to school and learning. We provide a safe and stimulating learning environment in which pupils can take risks and are encouraged to take part in new experiences. We understand the importance of developing pupil's cultural capital and enabling pupils to acquire independence skills and have memorable experiences.

We recognise the importance of developing good relationships with parents and carers and the importance of sharing pupils learning journeys with them. Parents are welcomed as partners and relationships are firmly based on mutual respect and trust.

At Bushfield Road Infant School Nursery, we build resilience, ambition and integrity within our pupils and they leave Nursery with the confidence and skills to make decisions, self-evaluate, make connections and become lifelong learners.

### Our Nursery Staff:

<b>Nursery Teacher:</b>	Mrs K Pogson
<b>Early Years Practitioners:</b>	Mrs E Hillyard Mrs N Kerry Mrs C Poma

### Our Nursery Times:

The Nursery is open from 9am until 3pm Monday to Friday. Morning sessions are from 9am until 12pm. Lunchtimes are from 12.00pm until 1.15pm and include an activity time in the Nursery and dinner time in the main school hall. We have a team of dinner time Nursery staff who support the children in the Hall and in Nursery.

Your child can bring a packed lunch or pay for a school meal. We ask for a week's notice if your child is changing from packed lunch to school lunch or vice versa. School meals are £2.30 a day and need to be paid for at the start of the week or half term. A named money bag is provided in your child's book bag to send money or cheques to school. Cheques need to be made out to North Lincolnshire Council. There is also some information about free school meals in your child's book bag if you think you may be entitled.

If your child is bringing a packed lunch to school, please make sure it is in a named lunch box. Please do not send chocolate bars, sweets or nuts in your child's packed lunch. Chocolate biscuits are allowed. If you are sending grapes or small tomatoes, please make sure they are sliced as they are a choking hazard.

### Starting Nursery:

Home visits will be from 4<sup>th</sup> July to the 8<sup>th</sup> July. Two members of Nursery staff will visit your home. They will bring some toys to play with your child. Home visits will be for around half an hour. Staff will need to see your child's birth certificate or passport and a recent utility bill. Please make sure your registration form is returned to school before your home visit. You will also need to provide us with an eligibility code if you are entitled to more than 15 hours. Please note that this code will need updating every three months.

Stay and Play sessions will be on either 12<sup>th</sup> July or 14<sup>th</sup> July from 10.15am until 11.15am. Details of your time slot were in your confirmation letter you received in May. If you are unsure of your time then please ring the school. Nursery will be open to all pupils from Monday 5<sup>th</sup> September.

Nursery is able to offer a top up service where you pay the school directly for additional hours. The cost is five pounds an hour so £15 for an additional afternoon session. Additional hours can be arranged on a half termly basis. If you are planning to pay to top up your child's hours then we will provide a payment contract and an invoice for the first half term's costs. The invoice can be paid weekly or for the half term but needs to be paid in advance of the hours being taken. Please be aware that additional top up fees will still need to be paid even if the child is absent from Nursery. Please speak to a member of staff if your circumstances change and you no longer require the extra hours. Nursery will require two weeks notice if you no longer require the additional top up hours.

Once your child has started at Bushfield Nursery we will assign them a key worker who will be your point of call to discuss any concerns or issues.

We want your child to be happy at Bushfield Road Nursery. Do not hesitate to discuss with the staff anything that is worrying you or your child. We have an open door policy, so we are always available to discuss any issues with your child's key worker. It is essential to tell us of any special circumstances which may affect your child's happiness, security and progress.

### Collecting your child from Nursery.

We ask you to keep us informed if there is an occasion when someone else will be collecting your child from Nursery. Please pass a message to the staff member at the door when you drop your child off or write a message in the home school diary. If there is a last minute change, then please call the school to inform us.

Please note that we expect your child to be collected promptly at the end of a session. If you are going to be late for any reason, please telephone the school and let us know. If you are more than 10 minutes late then you will need to collect your child from the main school office as the Nursery gates will be closed.

Please note that dogs and smoking is not allowed on school premises.

### Illness and Absence:

If your child is poorly please keep him/her at home to avoid the spread of infection around the rest of the Nursery children. If your child has been sick or had diarrhoea please keep them off for 48 hours after they have stopped being ill. Please let the Nursery know the reason for your child's absence by telephoning the main school office - 01724 842829.

It is essential that you keep us informed, as absences of more than 2 weeks can lead to your child losing their place in the Nursery, due to Local Authority rules. If you are planning on taking your child on holiday please complete a Leave of Absence form, which you can request from Nursery staff.

### Clothing:

Your child's clothing needs to be clearly named to avoid loss and confusion. Your child needs to wear school uniform, including appropriate shoes. Bushfield jumpers or cardigans can be bought from the school office in September.

The Bushfield uniform is:

- Grey trousers, skirt or pinafore dress or red checked summer dresses
- white or red shirt or polo shirt
- Red jumper or cardigan.

Due to the nature of the activities and the age of the children in Nursery, we often find that we need spare changes of clothes. We do have items in Nursery but most children feel happier changing into another set of their own clothes. These clothes don't need to be uniform and should be brought to school every day in a named bag.

We try to keep our outdoor learning environment open throughout the year, so your child will need a coat every day. Please provide wellies if it is raining, hats and gloves in the colder months and sunhats in warmer weather.

### Medication:

If your child has asthma and requires an inhaler we will ask you to fill in a medical form to enable us to administer it in school. We ask that you get an extra inhaler from your doctor so that one can be left in school.

We are unable to administer any medicines unless they have been prescribed by a doctor. Please do not send your child to school with Calpol or any other medicines in their bag. We are also unable to put sun cream on your child so in the summer months this will need doing at home before they come to Nursery.

### Toilet Training:

Please do not worry if your child is not currently toilet trained. We are happy to work with you to support training when you feel your child is settled in Nursery and ready. If your child is still in nappies then please send a supply of nappies into school along with a packet of wipes. These will be stored in a named box in our baby change area. Please make sure your child also has a change of clothes in school.

If your child is currently using a potty at home then we have potties that they can use in school. We encourage all children to be independent in self-care but please let us know if your child still needs adult support to use the toilet or if they need reminding to use the toilet. If your child still has some toilet accidents then please make sure they have a change of clothes in school. We encourage the children to tell an adult in Nursery as soon as they have had a toilet accident.

#### Jewellery, sweets and toys:

Please do not let your child bring sweets or toys from home into school. Please do not send comfort items to Nursery, such as blankets, dummies or teddies. Children with pierced ears may only wear stud earrings in Nursery. Other jewellery, such as necklaces, bracelets and rings, are not to be worn for safety reasons. If your child comes to Nursery wearing inappropriate jewellery, they will be asked to remove it.

#### Head lice:

Please check your child's hair regularly for head lice. If we notice live head lice on your child's hair you will be required to pick your child up from school to take them home to treat them. Once they have been treated they can return to school.

#### Birthday cakes in school:

We are unable to give children home-made cakes in school. We are happy to share shop brought, packaged cakes providing ingredients, allergy information and use by details are clear on the packet.

#### Parents as Partners:

We run regular Nursery open sessions for parents and carers to come into Nursery to see what we are doing and chat to staff. The home/school diaries are used to communicate what your child has been doing at Nursery. Nursery staff will write in these books once a week.

Please use this book to share the things your child has been doing at home, such as days out or special occasions. We also send out regular letters to keep you informed about what is happening in Nursery. By working together, parents and staff can ensure the best start for your child.

#### Reception Places:

Applications for your child's September 2022 Reception place will be opened, from October 2022 to January 2023. These applications are completed online through North Lincolnshire Council and you will be informed of your child's school place in April 2023. The School have no say on the allocation of places and it is primarily done on whether you live in our School catchment area. For further information on the applications process, please see the Council website for their admissions policy and appeals process.

### Ways to help your child before starting Nursery:

To help with your child prepare for school, please encourage them to:

- Put their own coat on.
- Begin to dress themselves.
- Wash and dry their own hands.
- Use the toilet independently.
- Begin to use a knife and fork.
- Drink from a cup.
- Eat a piece of fruit, such as an apple or pear, whole rather than having it peeled and cut into slices.
- Blow or wipe their nose with a tissue.
- Talk to your child and encourage them to use words to express their wants and needs.
- Sing Nursery Rhymes and number songs.
- Give your child opportunities to use paint, pencils, crayons and scissors.
- Look at books together, talk about the pictures and discuss what is happening in the story.
- Start to count and recognise some numbers.

### Further Information:

Please see our school website for further information and updates about our Nursery:

[www.bushfieldinfants.com](http://www.bushfieldinfants.com)

If you have any further questions please do not hesitate to contact Mrs Pogson by calling the school on 01724 842829.