



Welcome to Newington Primary School

Nursery Booklet 2018-2019



Staff



Mrs Kennedy



Mrs Bell



Mrs Thomson



Mrs Woodhouse



Mrs Duff



Mrs Carruthers



Miss Schiller





Information

Newington Primary School
Nursery Class
Hospital Road
Annan
DG12 6LA

Tel: 01461 625022

Email: gw08officenewington@ea.dumgal.sch.uk

Head Teacher	Mr Torbett
Nursery Teachers	Mrs A Bell Mrs C Carruthers
Nursery Nurses	Mrs N Kennedy Miss L Schiller Mrs M Woodhouse

Early Years Assistant

Mrs C Thomson

Support for Learning Assistant

Mrs F Duff

Newington Nursery
Hospital Road,
ANNAN.
DG12 6LA

Any enquiries please contact
Mr. I.D. Torbett, Headteacher
Tel & Fax: 01461 205326

Letter from Head Teacher

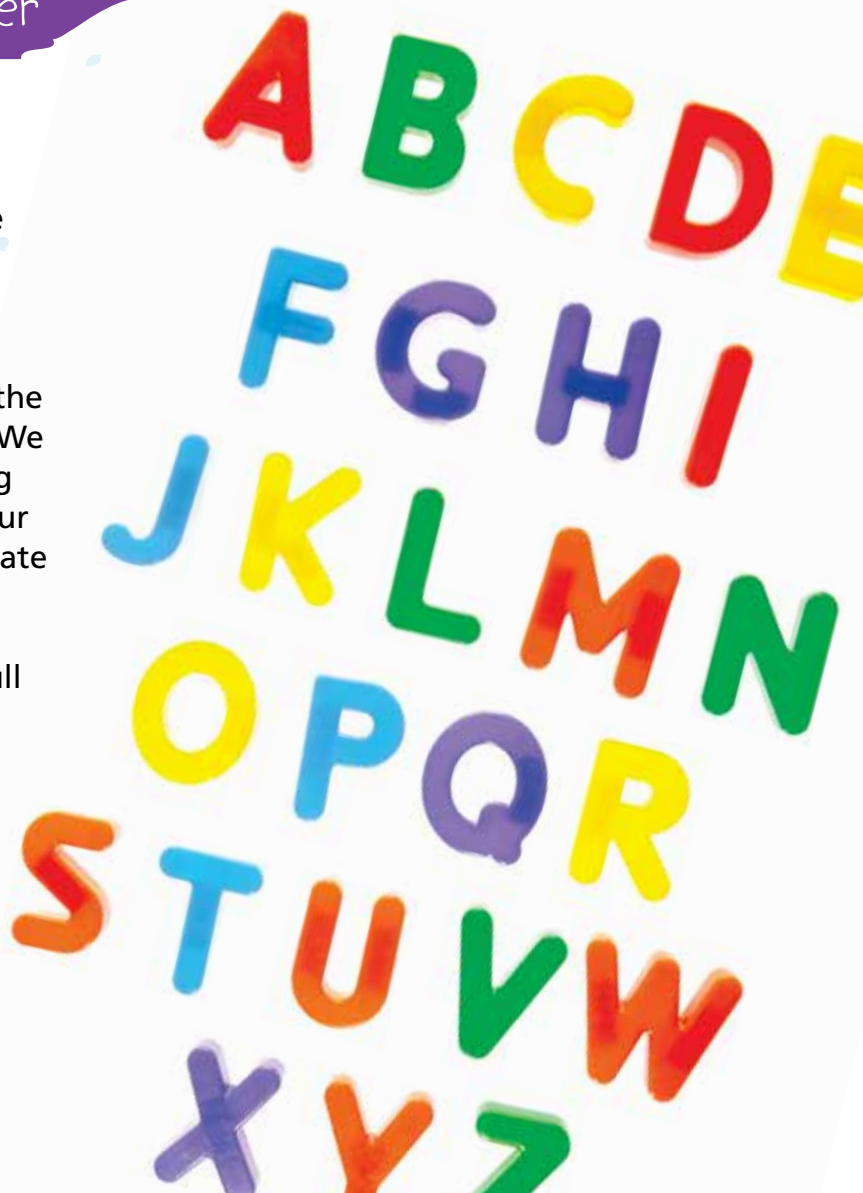
Dear Parent/Carer

The purpose of this booklet is to give you some useful information about Newington Nursery Class.

At Newington Primary School, we believe that every child should have the chance to do the very best they can. We are very lucky to have a hard working Nursery team who will encourage your child's development. We also appreciate the important role that we will ask parents to play, as we work together to help your children achieve their full potential.

We look forward to welcoming your child into our Nursery Class and to working closely with you in the year ahead.

Irvine D Torbett
Head Teacher
May 2018



Welcome

The staff and pupils of Newington Nursery extend a warm welcome to all parents. Each person in our nursery class is an important individual and we hope our nursery will be a happy, caring and stimulating place for all. We need the assistance and cooperation of all parents to achieve this. It is vitally important for your child's education that good, positive communication is established between nursery and home.

Our handbook is provided to familiarise you with some of the educational, organisational and social aspects of nursery. We hope that you find our handbook informative and useful and that it will both encourage and enhance the partnership between nursery and home.

Should any questions be unanswered here, please do not hesitate to contact the school or speak to nursery staff.



Aims

- To provide a safe and stimulating environment in which children can feel happy and secure.
- To encourage the emotional, social, physical, creative and intellectual development of children.
- To create opportunities for play and provide activities to stimulate interest and imagination.
- To encourage positive attitudes to self and others - developing confidence and self-esteem.
- To extend the children's abilities to communicate ideas and feelings in a variety of ways.
- To encourage children to explore, appreciate and respect their environment.

Curriculum for Excellence

In the nursery the central focus is on play and many of the activities are spontaneous and informal. However the nursery staff do plan activities which encourage the children's development and learning. The different ways we plan for the children's learning are below.

Active Learning Play Environment

Throughout the continuous provision of the 15 play areas in the Nursery-

Book area	Construction	Discovery
I.C.T.	Sand + Water	Creative area
Snack + Self Help	Role Play	Mark Making
Outdoor play	Puzzles/games	Physical Play
Listening Centre	Music	Fine Manipulative

Topic Wall/Class Book

Building on the children's interest and enthusiasm for a topic and creating a class wall display or class book which shows the process of learning about the topic.



Personal Learning Portfolios (Special Books)

These are individual learning records which will reflect the learning development and progression of each child with observations and next steps.

Curriculum for Excellence

At Newington Nursery we are learning to be:

...successful learners.

Which means we –

- * are interested in learning new things
- * do the best we can
- * think about new ideas.

To help us do this we –

- * use maths, language and talking and listening
- * use technology
- * can think of new ideas by ourselves
- * learn by ourselves and in a group
- * think about the good points and bad points of new ideas
- * use all of these different things when learning new ideas

...responsible citizens.

Which means we –

- * have respect for other people
- * take part in making decisions.

To help us we need to –

- * understand the world around us and Scotland's place in it
- * understand different people from around the world
- * listen to different ideas and opinions before making decisions
- * think about issues in the world around us and develop views about them.

...confident individuals.

Which means we –

- * have respect for ourselves
- * are healthy and happy
- * look forward to the future.

To help us do this we –

- * listen and try to understand others
- * are healthy and active
- * try to understand the world around us
- * decide what is right and wrong

...effective contributors.

by –

- * being enterprising and thinking of new ideas
- * thinking up ideas for ourselves

We can –

- * find different ways of telling people our ideas
- * work with a partner and a bigger team
- * lead a group when working
- * take what we have learned and use it in a new situation.

Nursery Hours

Mornings 8.45-9.00am (soft start)
finish 11.55pm

Afternoons 12.15pm
3.00pm-3.25pm (soft finish)

Please try to drop off and collect your child on time and inform us if you are going to be delayed. Please note it is illegal for our school to hand over your child to anyone under the age of 16.

From January 2019 our nursery will be offering 1140 hours.

Snack

The cost of snack is £2.50 per week. We would ask that parents send this in a small purse or envelope, labelled with your child's name. This is normally collected on a Monday and not only helps with the cost of snack, but also with soft play sessions and outings for the nursery. Snack will include fresh fruit and vegetables, raisins, cheese, yoghurts, cereal, pancakes etc. The children have a choice of milk or water to drink. Please ensure staff are aware of any allergies your child may have.

Absences/Illness

Please let us know if your child is going to be absent from Nursery for any reason. You can telephone the nursery at anytime on 01461 625022. Nursery staff must contact you if we have not heard from you and your child is absent. If your child has been ill during the night or before a session please do not send them as they will be tired and may still be carrying infection, which can be passed on to other children. Please see the guidance information on infectious diseases on the parents' notice board outside the nursery.

In Nursery children are encouraged to wash their hands before snack, after visiting the toilet and after gardening activities. Please support us by insisting on this good practice at home too.

Please also check your child's head regularly for head lice.



Clothing

Some of our activities can be messy and although we provide aprons for the children to wear, we ask you not to dress them in their 'best' clothes, but rather in normal 'play' clothes.

We encourage the children to be as independent as possible in going to the toilet etc, therefore it is best to avoid dungarees, jumpsuits and belts which cause problems. Please put a change of clothes into your child's bag in case of any spills or accidents. It would also be helpful if they came to nursery in shoes they can do up themselves whenever possible.

The children will also go to the gym hall for P.E. each week so please send shorts and a t-shirt in their school bag.

Children should wear black elasticated gym shoes for nursery. These should be clearly marked with your child's name. The nursery staff can write your child's name on their shoes in their group colour. If you would like this please ask.

It would also help if all clothes and shoes are labelled with your child's name – little children can become very distressed if they are unable to find their belongings.

We tend to go outside most days unless it is very wet, therefore please ensure your child has a waterproof coat and wellies on wet days.

When the weather gets warmer please bring a sun hat for your child and ensure they come to nursery wearing sun cream.

CAPER (Children and Parents Enjoy Reading)

Every Monday children are given the opportunity to choose a book to take home for the week. By sharing a book together you can help your child to associate reading with a pleasurable experience. Establishing a love of reading and talking to your child about books is key to their future development in reading.

Carpet Time

The children will be invited to take part in 'Carpet time' each day at nursery. This is a chance for us to sit together and enjoy stories, songs, games and topic activities. We will also sing our day of the week song and the children take turns to put the day and weather on our calendar

Brain Gym and Daily Mile

Brain Gym is a series of exercises to music that we take part in every day. It has a number of benefits such as improved concentration and coordination and helps develop gross and fine motor skills.

We also get active every day during our "Daily Mile" where we go out for 15 minutes of walking or jogging round the playground.

Nursery Induction

All new nursery pupils and their families are invited to attend an open play session in the middle of June, or December or March depending when your child is due to begin nursery. This enables the children to begin to familiarise themselves with the nursery setting and it also gives staff a chance to speak to the children and parents and answer any questions you may have.

Settling In

Settling your child in nursery can take time. The thing to remember is that no two children are the same. We are asking our children to take a big step on the road to independence in their nursery year.

Things to think about:-

- 🍏 Be patient - give your child as much time as he / she needs.
- 🍏 Remember, our nursery staff are sympathetic to your child's needs. We want them to be happy with us.
- 🍏 Don't be afraid to discuss any anxieties you may have about your child with us - no matter how trivial they may seem. We are here to help and understand.
- 🍏 Don't be alarmed if your child seemed to settle in quickly at the beginning, but has a little unexpected upset period later on. This, too, is all part of some children's adjustment period and it will pass - we promise!



Behaviour

We have some nursery rules which are displayed in the nursery and are there to ensure safety and to develop social awareness. They are discussed with the children and referred to regularly.

We share with others.

We walk in the Nursery.

We help to tidy up.

We use an indoor voice.

We are always polite.

We encourage the children to show respect by being respectful, considerate and mannerly in our dealings with them. We take opportunities to reinforce cooperative, sociable behaviour by commenting, praising and rewarding. Good manners are also encouraged. Each Friday one child from each group, who has had a super week, will be allowed to take the mascot home for the weekend. Full details on this will be sent home with the mascots.

Group Leaders

The children will take turns to be their group leader for the session. The leaders carry out little jobs in nursery such as helping to prepare snack, giving out any work at the end of the day,

being the leader when we line up, helping to tidy mats after carpet time etc. The children are usually very keen to be leader and it helps the children take responsibility and encourages independence.

Group System

The children start and finish the session by getting changed at their registration group, thus helping to encourage independence. After deciding which room to start in they are able to choose their own activities.

Each member of the nursery team will be responsible for a group for the whole year. This ensures that your child builds up a good relationship with their key worker.

General information about your child may be given to the staff member at your child's group who will pass it on to the rest of the nursery team. If you have any concerns or worries, please do not hesitate to talk to a member of the nursery staff. They will be only too willing to give all the help they can.

Personal Care Plans

When your child starts nursery we will ask you to complete a personal care plan with us. This will contain all the details that we need to know about our child in order to care for them. The details in your child's care plan will be reviewed every 6 months to ensure all details we have are up to date. Care plans are kept in a locked cabinet in nursery.

Medicines

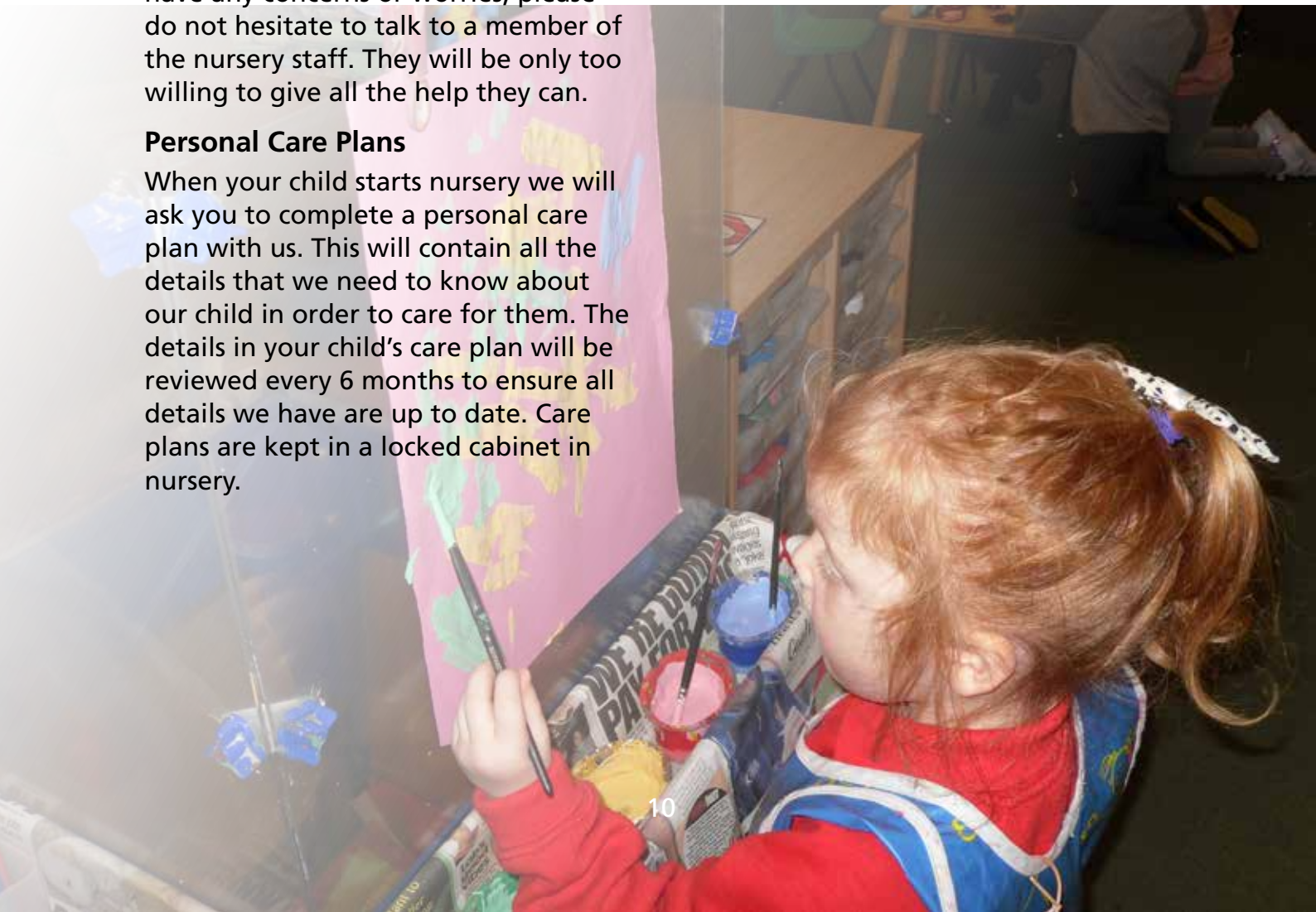
Medicines are only administered by staff after permission has been given by parents. Any medicines (e.g. inhalers) given to nursery are kept in a locked cabinet and will be given as instructed by parent who must complete a medication form.

Consent Form

When your child starts nursery you will be asked to complete a consent form which covers a variety of things such as allowing photographs to be taken of your child, going on walks and changing your child if they have an accident.

Links to the School

We are fortunate to be situated within the school and as a result the children are given the opportunity to get to know the building and the many other staff members.





We visit the school gym hall each week for PE and take part in activity days with P1 once a term. In the final term we make several visits to the infant area of our school. The children join in with playtimes in the infant playground, visit the P1 classes for play sessions and also experience having snack in the school dining hall.

The P1 teachers come up to visit the children in nursery and look through their 'Special Books' with them.

Some P6 pupils (Buddies) will also visit nursery in the final term to get to know the boys and girls as they will help look after the children in the playground.

Links with Home

We hold two Parent's Drop in Evenings over the year to give parents the chance to come in and discuss your child's progress with staff and look through your child's Special Book.

We send regular newsletters home to keep you up to date with what is happening in nursery. We also display information for the week on our whiteboards displayed in the windows at each entrance.

We have lots of opportunities throughout the year for parents to come along as helpers such as visits and walks.

Special Books are sent home once a term for your child to share with

you. These are a record of your child's achievements with photographs and examples of work. We welcome parent's additions to these folders such as drawings, photos of special occasions or achievements from home. You will also be given lots of opportunities throughout the folder to add your own comments.

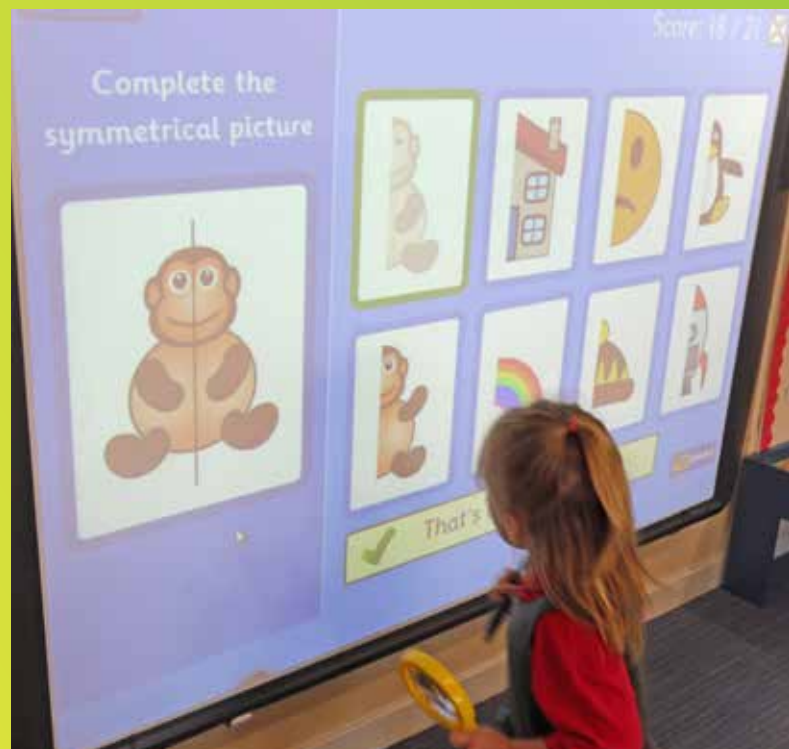
We will also be having parents' night where you can come to discuss your child's progress.

At the end of your child's time in nursery, staff will complete a summative report to send home.

Helping Your Child At Home

- Encourage your child with self-help skills; dressing, going to the toilet and washing hands independently.
- Help your child to complete tasks e.g. finish jigsaws and games, tidy up toys.
- Talk about the nursery with your child and about their friends. Perhaps invite them to come and play and encourage your child to share toys with their friends.
- Painting, gluing, modelling and drawing with different materials gives your child an opportunity for expression.
- Through dressing up and pretend play your child makes sense of the world.
- Listening to music and songs assists the development of listening skills, which are essential for learning to read.
- Energetic activities; running, marching, hopping, jumping, balancing, crawling, rolling, throwing and catching etc.

- Small movements can be developed through; drawing, cutting, gluing, threading beads or laces, jigsaws, play dough, pegboards, construction toys e.g. lego etc.
- Talk to your child about the safety aspect when playing, but allow some freedom to present challenges to learn for him/herself.



Visits Out

We enjoy getting out and about in the community and welcome parent helpers to come along with us on these visits. Throughout the year we visit the library, police station, fire station, cinema, park, the cafe and we go for soft play sessions at the leisure centre and Farmers Den. We also go on walks to learn about the seasons.

Additional Support Needs

Each child is a unique individual with individual learning needs. Many of the difficulties young children experience are temporary and will be resolved as they develop and learn. Your contribution in helping your child enjoy success in nursery is valued, so that parents and staff work together in partnership to achieve this.

After careful observation, assessment and discussion between parents and staff, it may be decided that additional support such as individual attention, teaching and special resources may help your child to overcome barriers to learning. Advice and expertise may be required from external agencies such as Speech and Language Therapists, Educational Visitors, Health Visitors, physiotherapists or Learning Support staff. Close cooperation among parents, nursery staff and support services staff is essential to enable some children to enjoy success.

Complaints

If at any time you feel you have cause for complaint, we would like to assure you that this will be dealt with and resolved as quickly as possible. Hopefully most concerns can be dealt with in a satisfactory manner by talking with a member of staff at the beginning or end of a session.

If you feel a formal complaint is required please contact the Head Teacher.

Child Protection

The vision for all children and young people in Dumfries and Galloway is that they should be safe, nurtured, healthy, achieving, active, respected and responsible and included.

We all have a part to play in this and in making sure that children and young people get the help they need when they need it.

Each school in Dumfries and Galloway has a senior member of staff who has overall responsibility for ensuring the protection of children within their school. They are called the School Child Protection Co-ordinator.

If a member of staff does have a concern about any child he/she will discuss this with the School Child Protection Co-ordinator, the Head Teacher, Mr Torbett who will decide what action needs to be taken to keep that child safe.



Holiday List for Session 2018/2019

Term 1

Teacher training - Friday 17 and Monday 20 August 2018

First day - Tuesday 21 August 2018

Last day - Friday 12 October 2018

Autumn holiday - Monday 15 to Friday 26 October 2018

Term 2

First day - Monday 29 October 2018

Last day - Friday 21 December 2018

Christmas holiday - Monday 24 December 2018 to Friday 4 January 2019

Term 3

First day - Monday 7 January 2019

Teacher training - Thursday 21 and Friday 22 February 2019

Last day - Friday 5 April 2019

Spring holiday - Monday 8 to Monday 22 April 2019

Term 4

First day - Tuesday 23 April 2019

May Day holiday - Monday 6 May 2019

Last day - Friday 28 June 2019

Summer holiday - Monday 1 July 2019 to Friday 16 August 2019





