



reenwood  
Primary School

**NURSERY**  
INFORMATION BOOKLET  
FOR PARENTS/CARERS

*Postal Address:*

*Wood End Way, Northolt, Middx UB5 4QG*

*Tel: 020 8864 7265*

Head Teacher: Mr J Britzman

Assistant Head (Infants): Mrs. V. Rothery

## LEARNING AT GREENWOOD NURSERY

We aim to:

- Develop a partnership with parents/carers, enabling children to learn at home and at nursery
- Provide an environment which encourages children to talk, to listen and to share with adults and children
  - Provide a range of activities, which enable children to discuss, think, question and learn
  - Provide opportunities for parents and carers to share the progress and achievements of their child, to contribute to our observations and assessments of their child and therefore support our planning
  - Follow the principles of **'The Early Years Foundation Stage'** within all aspects of our practice
  - Work with other schools and settings, in order to provide a continuity of experience and enjoy a positive transition for all
  - Interact with children so they gain knowledge and



understanding of the world, of themselves and of others, whilst building a foundation for lifelong learning

- Provide an environment, which is welcoming, safe and stimulating, where children enjoy themselves, grow in confidence and fulfil their potential



## WORKING IN PARTNERSHIP WITH PARENTS



We believe parents are their child's first educators and are experts regarding their own child. As a staff team we believe we can more effectively meet your child's needs if we work together. We rely on your partnership, so together we can provide your child with the highest quality

education and care. This will make their nursery time happy and enjoyable.

Each term we will offer opportunities for you to meet with your child's teacher and look through your child's record's – observations, assessments and then together we will identify your child's next steps. Every child in the Nursery has a 'Learning Journey'. These files aim to serve as a record of your child's progress and learning at nursery.

At the beginning and end of each session staff are available for you to pass on quick messages or ask questions. If you need a more private moment, or need to speak to us at length you can make an appointment to see the Nursery Teacher.

Throughout the school year we offer a range of parent workshops. These focus on the importance of 'home learning' and share strategies, research and good practice with parents. Typical topics include: - EYFS, early writing, mathematical learning, phonics, transition to reception

## HOME VISITS

Before your child starts nursery we like to arrange an informal visit for you and your child at home. The focus of this visit is to give you and your child an opportunity to get to know the nursery staff. The visit normally takes approximately 30 minutes. Your child's interests, medical needs and their learning needs are discussed. We hope to use this time to answer any questions about settling in and our curriculum.

## SETTLING IN



We take a very individual approach to settling in as we believe that every child is unique. Some children will settle quickly while others will take a little longer. Our main goal is to ensure your child feels happy, safe and secure without you. On your child's first day your child will need to be accompanied by a parent

or carer who will stay with them throughout the session. It is a time, which allows your child to meet the children they will be in nursery with and to see the physical environment. If your child is happy for you to leave them then you can return in an hour. On your child's second day at nursery a member of staff will discuss how to continue with your child's settling in to nursery.

## **ATTENDANCE AND PUNCTUALITY**

We currently have 2 nursery classes which offer 15 hours of nursery provision for children aged 3 and 4.

**Morning Session 8.55am - 11.55am**

**Afternoon Session 12.30pm - 3.30pm**

Please bring your child on time. All attendance and lateness is recorded so it is important that your child attends regularly and on time. Please let staff know about any medical appointments or planned holidays.

If you are running late to collect your child, please let the school know (so that staff can reassure your child) and arrange for someone else to collect your child (You will need to leave details with the school office when you call). Please arrange for your child to be brought to the nursery and taken home again by an adult they know well, and ensure that the adult does not leave them until the nursery staff open the doors at 8.55am or 12.30pm.

Please make sure you tell us in advance if your child is to be collected by anyone we do not know

## **WHAT TO DO IF YOUR CHILD IS SICK**

Once your child has started at nursery we do expect regular attendance. However, if s/he is feeling unwell, please do keep him/her at home and inform us. Young children who are feeling unwell are miserable at school and cannot cope with the activities.

We also need to know where we can contact you if your child becomes ill during the session, so please make sure we have up to date information on the Emergency Contact sheet.

## CLOTHING AND WEATHER

Nursery is all about active learning and this involves a range of activities indoors and outdoors. Please make sure that your child wears suitable clothes for the various types of play they will be enjoying. We recommend



that they wear clothes that are easily washable and not 'best' clothes. We provide aprons to protect clothing but sometimes accidents happen and clothes may get paint or mud on them. Please dress your child in comfortable clothing that allows them to take part in the full range of learning experiences. Tracksuits, t-shirts, leggings, cardigans and sweatshirts are ideal as they are easy for them to change themselves.

We value outdoor play experiences and therefore use our outdoor area in all types of weather. Please ensure your child is dressed appropriately. During winter please provide wellies, gloves, scarf, hat and a suitable coat. In summer please provide your child with appropriate clothing and a sun hat. As your child will be climbing and running no flip-flops are allowed. We ask parents to take responsibility for applying a sun screen to all exposed areas of children's skin before nursery.

Trainers and shoes with Velcro are easier for children to do themselves and help to encourage their independence. Please keep a set of spare clothes in a bag (not a plastic bag) at all times. This should also contain underwear & socks.

## **JEWELLERY**

Small studs and religious jewellery only

## **DONATIONS**

Donate a voluntary contribution of £3 every term to pay for cooking/dough ingredients

We ask parents and carers to bring a box of tissues when their child starts nursery.

## **OUTINGS AND LOCAL WALKS**

We believe that the environment is a great resource and organise lots of walks throughout the school year. These range from looking for shapes, to focusing on the sounds we can hear. We really value the extra help we get from parents, carers and students.

## **WEEKLY NEWSLETTER**

Every week we send home a newsletter detailing what the children have been learning, how to extend their learning at home and what we will be focusing on the following week. We also include useful websites and links to stories that relate to our topics and themes.

## **LIBRARY**

We have a large lending library and when your child starts nursery he/she will be given their own plastic wallet to use for bringing books to and from nursery. Books are available to borrow every day at either session.

## **HEALTHY EATING**

Children can help themselves to fruit and drinks (milk or water) throughout each session. Throughout the year we prepare and cook a range of healthy food.

