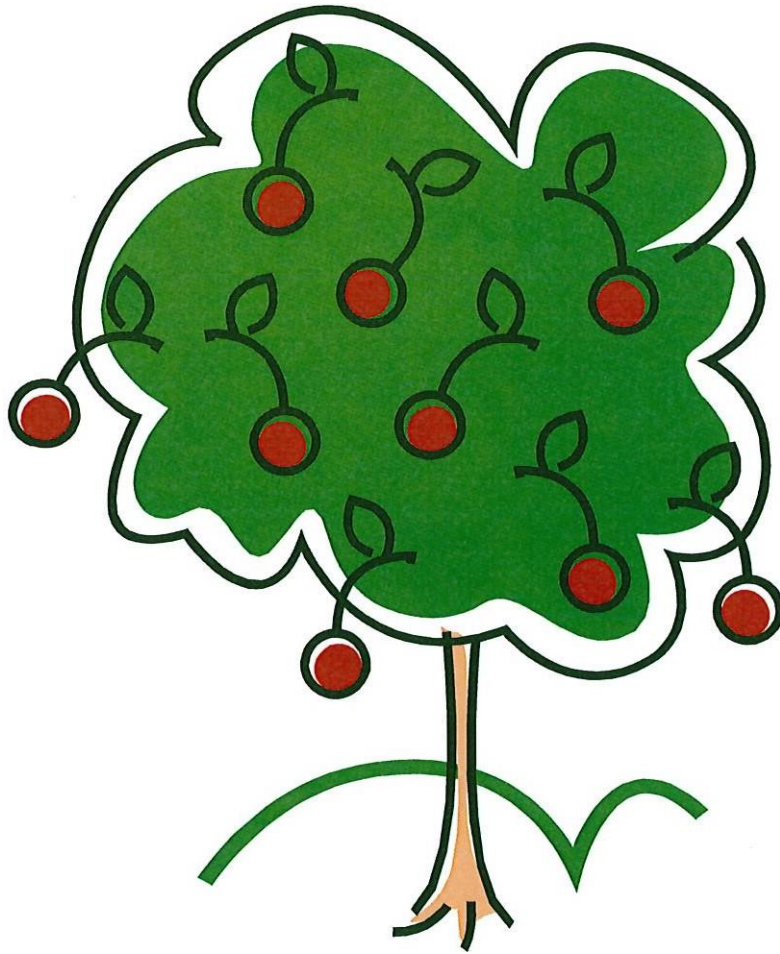


**Cherry Orchard Primary School**  
*'We care, we learn, we succeed'*

WELCOME TO NURSERY!



GETTING READY TO START SCHOOL

2022-2023

## NURSERY

### INFORMATION FOR PARENTS

#### **Aims**

We aim to:

- Provide a safe, challenging, stimulating and caring environment, which is sensitive to the individual needs of the child.
- Provide a broad and balanced, relevant and creative curriculum that will set in place firm foundations for future learning and development in KS1 and beyond. This includes children learning about the Unicef's Rights of the Child.
- Provide opportunities for children to learn through planned, purposeful play in all areas of learning and development.
- Use and value what each child can do, assessing their individual needs and helping each child to progress.
- Enable choice and decision-making, fostering independence and self-confidence.
- Work in partnership with parents/carers and value their contributions.
- Ensure that all children, irrespective of ethnicity, culture, religion, home language, family background, learning difficulties, disabilities, gender or ability, have the opportunity to experience a challenging and enjoyable programme of learning and development.
- Monitor the children's progress and taking action to provide support as necessary.

We plan and design our curriculum to suit the needs and interests of the children. The children play a big part in their own learning and work with the practitioners to take their learning forward.

#### **Home / School Links**

We aim to work in partnership with parents/carers throughout your child's time with us. You will be able to discuss your child's progress at Parents' Evening which is held three times a year. A written report is also provided mid-way through and at the end of each school year.

We also run various parent workshops throughout the year.

Should any problems arise, staff will always see parents outside the teaching sessions.

#### **Equal Opportunities**

All children have an entitlement to access the programmes of study at an appropriate level. Cherry Orchard will ensure that, through reasonable adjustments, all pupils will have full access to the EYFS

curriculum taking into consideration the entitlement of:

1. children with special education needs;
2. gender and positive encouragement to study
3. children with specific physical needs.

We make sure we consider issues such as race, colour, culture and creed both in our approach to teaching and the materials we use.

### **Special Needs**

Cherry Orchard Primary School is committed to enabling every child to be educated to the best of his/her ability and we will ensure that every child develops appropriate skills and knowledge.

We will also make provision for children with Individual Educational Needs. When a child has been identified as having additional needs, his/her name is entered on the register of Special Needs and parents are invited to discuss provision before any outside help is requested. We can seek help and advice from our Inclusion Leader in school. We also have contact with outside agencies such as Speech Therapy, Visiting Teacher Service and an Educational Psychologist. We aim to help all children by working together.

### **Teaching staff**

There is a full time teacher who is Mrs. K Mole and two teaching assistants, Mrs. S Dhadral and Mrs. S Robinson.

### **September 2022**

We aim to transition your children into our Nursery setting gradually, so they can become familiar and comfortable with their new surroundings.

During the first two to three weeks in September, we will be inviting you and your child to an hour-long stay and play session to introduce your child to the setting.

Following this, we will ask your child to come in for an hour, and they will stay by themselves for that hour. In the same week, your child will do at least one full session of 3 hours by themselves.

Some children settle quickly whilst others take a little longer. The process will be monitored over this period and the Nursery teacher will arrange procedures on an individual basis to suit the needs of your child.

### **Nursery Organisation**

We are offering the opportunity for your child to stay for 3 hours as soon as admission is completed and your child is settled. .

They will also be given a drink of milk and a piece of fruit while at the Nursery.

### **Times**

The Nursery offers part-time places during the morning.

Morning Session: 8.45 am - 11.45 am

### **Morning Session**

The Nursery will open its door at 8.45 a.m. There is a flexible drop off between 8:45 a.m. and 9.15 a.m. Your child will need to be collected at 11.45 a.m.

If your child arrives after 9:15 a.m. you will need to take them to the main office to be signed in and taken to the Nursery.

### **Collection**

For the morning nursery, the staff will open the door at 11.45 am. The children will be handed over to the person who is collecting them by a member of staff. This will ensure that no child leaves the nursery unaccompanied. Only authorised people will be able to collect children.

**Please inform the school office or the class teacher if anyone different is collecting your child. You will be expected to provide a password and the class teacher will ask the person collecting your child for this password at the end of the day.**

No child may leave the nursery in the care of another child who is under the age of 16 years.

We ask that you are on time when collecting the children. If you are late picking your child up at the end of the session, your child will be taken to the main school office.

### **Attendance**

Attendance is strongly encouraged. Ofsted noted that 'the school has excellent procedures for monitoring and improving pupil attendance.'

Please notify the school if your child is unwell and cannot attend school. If there is an emergency or an unforeseen problem in collecting your child, do let the school know. Telephone number: 0121 554 0862.

### **Uniform**

It is Governing Body policy for all children in the school to wear school uniform. The following items are suitable for our Nursery uniform:

Bottle green sweatshirt / jumper or cardigan

White polo shirt

Grey skirt, grey pinafore, grey trousers / tracksuit bottoms / leggings

Green and white dress / playsuit or grey shorts for summer

White, grey or bottle green socks / tights

Any child wishing to wear a headscarf for religious reasons should wear a dark green, dark grey or black headscarf only. Please ensure headscarves are securely fitted.

### **Footwear**

Your child should wear shoes that they will be able to manage themselves such as Velcro shoes/trainers. Sandals should have a heel

strap and covered toes. If boots are worn, they should be functional i.e. not decorative.

### **Jewellery**

One pair of discrete earrings-small **plain studs only**. No hoops, creoles or hanging earrings may be worn. No necklaces or bracelets please (including thread, friendship or plastic charity bracelets) unless worn specifically by religious obligation. Rules for jewellery run throughout the school year including non-uniform days.

### **Non-Uniform Days**

On the last day of each half term, we have a non-uniform/mufti day where children can wear their own clothes. We ask the children to bring in a donation to our food bank.

### **Health & Safety**

The classroom and equipment in the nursery are designed for use by young children and great care is taken for the children's safety at all times both inside and outside the classroom. For this reason, we ask for your help and co-operation in matters in the following areas:

### **Illness**

Attendance registers are kept for children in nursery as well as the main school. Please inform school if your child will not be attending through illness or any other reason. Please telephone 0121 554 0862.

Please allow a clear 48 hours before sending your child back to school after vomiting or any other sickness. Parents will be contacted and requested to take the child home if illness or infection develops during the time he / she is at Nursery. It is essential that we have up to date contact numbers. If you change your mobile number - please tell us.

### **Medical Care**

We provide a medical section on our admissions form. If your child has any serious medical needs or suffers from any allergies, then please discuss these with the Nursery teacher before admission. Asthma inhalers should be clearly marked with the child's name and details of the inhaler's use noted on the admissions form

Medicines cannot be administered by Nursery staff unless under prior arrangement with the school. Parents must obtain a form from the school office to give permission for medication to be administered/taken in school.

### **Child Protection**

As a school we have a duty to report serious concerns about the well-being of children to other agencies before referring to parents.

### **Personal Needs**

All the children should be able to attend to their own personal needs - this means cleaning themselves after using the toilet. The staff will not

clean the children in normal circumstances. We will, however, assist the children to change themselves and endeavour to clean them if we feel that the situation requires such measures. In these circumstances we will tell the person collecting the child of our actions. In some circumstances we may contact a parent before the end of a session, but this will be rare. Soiled garments will be placed in a plastic bag and given to parents at home time.

**Children will need to bring in a spare change of clothes, which will need to be in school every day in case of any accidents, particularly toileting. This should include a change of underwear, trousers and socks.**

If your child requires some support with toileting, please inform their class teacher and provide any wipes and pull-ups.

Our priority will always be to ensure that the child is reassured in such an event. **If you do not want a member of staff to clean or change your child, please let the Nursery Teacher know at the beginning of the school year.**

### **Daily Reward System**

When the children are settled and confident at Nursery, their names will be displayed on a large 'happy face'. All children begin the session in the green happy face. Throughout the session, children will be encouraged to behave appropriately. Good behaviour will be rewarded with praise and smiley stickers. We also have a listening pot in which a child a day gets to choose a prize for showing good learning behaviour.

### **Discipline and Behaviour**

We are ultimately looking for mutual respect and self-discipline, but initially discipline will be teacher directed. We hope to lead the children through self-control and personal accountability; this is to be encouraged through positive rewards and praise. Should a child's behaviour be unacceptable, they will be removed from the situation and sat apart until such a time as they can behave reasonably. Parents will be consulted if the behaviour becomes 'the norm' over a period of days, or weeks, at the discretion of the nursery staff.

We aim to work in partnership with parents to develop and reinforce acceptable behaviour. The entitlements that the child has a right to learn without the disturbance of others in a quality environment, and every teacher has the right to teach (as set out in the School Behaviour Policy) also applies to the Nursery. A copy of the behaviour policy is available on request and on the school website.

Our Nursery school rules are:

- Always follow instructions
- Show kindness and caring to all
- Keep our hands and feet to ourselves
- Look after school property

If, despite encouragement and reminders, a child displays unacceptable

behaviour and does not respond to encouragement to behave appropriately, then his/her name will be removed and placed in the red sad face. They may also be removed from their activity for a few minutes to spend time with a member of staff in order to think about their behaviour.

In order to ensure understanding of Nursery rules there will be a 'reflection time' at the end of each session when good and bad behaviour can be discussed. We hope that this ensures that all children will develop a good understanding of the Nursery rules and why we need them.

If you have any worries or concerns arising from your child's behaviour or other children's behaviour towards your child, please make arrangements to discuss them with the Nursery Teacher.

### **Homework**

From October onwards, your child will be provided with their choice of a library book that they will bring home on a Friday and they will need to return on the following Wednesday. This will be in a book bag alongside a reading record book.

Please support your child to talk about the pictures in the book and explain any vocabulary that might be new to them. We encourage our parents to make comments in the reading record book about new words learnt or what your child liked about the book.

Other homework tasks may be shared on Google Classroom. There may also be some weeks when your child is asked to bring something to Nursery to share with their class.

### **Students**

There will be times when Teaching Students or Learning Assistant Students will be helping in the Nursery.

Any information gained by the student about the children in the Nursery will remain confidential. Students are supervised by the Nursery staff when working in the Nursery.

### **Complaints Procedure**

We are always ready and willing to hear about any worries or concerns you have about your child. There is usually time at the end of each session to discuss immediate problems, but if you would like a longer time for discussion please make an appointment with the Nursery Teacher.

### **Primary School Applications**

Primary School places are allocated by the Birmingham LA. They should send a preference form to you during September/October. If they have not done so, you will need to contact the LA directly on 0121 303 2250.

### **Website**

We are really proud of our school website. It has some fantastic links to educational sites and resources that you can use at home as well as looking at children's work and other information about the school.

[www.cherryorchard.bham.sch.uk](http://www.cherryorchard.bham.sch.uk)

### **Safeguarding**

At Cherry Orchard we are committed to the safeguarding of all children. If you have a concern about a child then please speak to a member of staff in the first instance or, alternatively, contact the Multi-Agency Safeguarding Hub on 0121 303 1888.