

Bandon Hill Primary School

Telephone Number: 020 8647 5377

NURSERY





SESSION TIMES

Mornings (Penguins and Pelicans)

8.30 am to 11.30 am

Lunchtime Provision (£5 per session)

11.30 am to 12.30 pm

Afternoons (Puffins and Pelicans)

12.30 pm to 3.30 pm

Admissions

All Nursery places are allocated by the school and children are admitted in September each year in accordance with our school Admissions Policy.

Admission to Bandon Hill Nursery Class

Home Visit

This is an informal visit lasting about 15 minutes. It provides an opportunity for parents to discuss their child's entry to Nursery with the Nursery Staff. If your child has any medical needs or there are family circumstances which may be affecting your child these can be raised in the privacy of your home. One of the adults will talk to your child and encourage them to draw a picture (we will provide paper and pens). We will also collect your completed 'This Is Me' booklet.

We regard these visits as an important step towards the children settling in at Nursery and a good starting point for building relationships between the staff, parents and children.



Home-School Links

The partnership between home and school is of vital importance to your child. We encourage parents to speak to the Nursery Staff or the Headteacher if they have any concerns, queries or home difficulties so that we can work together in your child's best interest. Please do not feel that a concern is too trivial to raise as it is often the little things which can cause the children to be unsettled.

Settling In

On the first day you and your child are invited to spend an hour together in the Nursery. The intake, after this initial day, will be staggered so that not all children start on the same day. When they come for the full session your child will hopefully be able to say 'goodbye' in the cloakroom and come into the Nursery alone. The staff will invite parents to stay if they feel it is necessary. A member of staff will be on the door to encourage your child to come in. The children will be shown where the toilets are and they will be allowed to use them whenever necessary. Some children need to bring a special toy from home to help them settle, although we cannot take responsibility for toys which get lost or broken. A 'going home' box is provided for these.



Collecting Children

No child will be allowed to leave with anyone who has not been designated by his or her parent. The Nursery Staff should be informed of any change of arrangement at the start of each session or via phone call to the school office.

At the end of each session, parents should ensure that they are on time and waiting outside the Nursery. A member of the Nursery Staff will open the door when the session is over; the children are dismissed individually. It is a good idea to purchase a school bookbag or provide another type of bag for your child to bring home letters and models etc.

Discipline

At Bandon Hill we believe in the following code of conduct:
'To respect and show kindness to everyone at all times and to stay safe.'

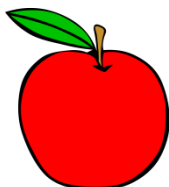
A firm discipline policy enables us to secure the orderly atmosphere that is necessary for effective teaching and learning to take place. We encourage good behaviour by expecting it, noticing it and rewarding it.

When incidents of poor behaviour occur, they are dealt with firmly and fairly by the Nursery staff. Privileges may be withdrawn as punishment. In more serious cases, parents will be asked to come into school to discuss the issues involved with the Headteacher or a senior member of staff.

Drinks and Fruit

Water and fruit are provided during each session.

Milk can be ordered free of charge through Cool Milk (Leaflets are included in the Welcome Pack).



Uniform

The Nursery uniform is as follows:

- Maroon jogging bottoms*
- Grey shorts or skirts
- Bandon Hill polo shirt* or plain white polo shirt
- Bandon Hill sweatshirt*/Bandon Hill cardigan*
- Bandon Hill outdoor fleece jacket*/Bandon Hill coat * (optional throughout the year)
- Grey or white socks
- Black shoes or trainers
- Wellington boots and waterproof coat (these must be available everyday/may be left at school)
- Book bag* (Complimentary for September starters)

*These items can be purchased from the Mapac website
www.mapac.com/education/parents



Some activities can be messy (but fun). Aprons are provided but sometimes accidents happen. Paint on clothes should be removed with SOAP and SOAP POWDER using COLD water. Detergents tend to set the stain. We have spare clothes at school in case your child has an accident. If he/she goes home in school clothes, please wash these and return them as soon as possible. Children should not wear any jewellery to Nursery. Please refer to our Jewellery Policy regarding stud earrings. Staff cannot be responsible for any valuables.

The children go outside every day, whatever the weather and should be dressed appropriately i.e. warm coats, hats and gloves for winter. The children also require a raincoat with a hood and wellingtons for wet days. These can be left in a bag on your child's peg. In summer children should have sun cream applied before coming to Nursery and bring sun hats.

NB Please name all clothing that is likely to be removed – especially sunhats.

In the warm weather the children also take off their shoes and socks to go into the sand pit. It is helpful if the children can practice dressing independently. We will of course, help the children but it is part of their growing independence that they should manage these tasks for themselves as soon as they are able.

Medicines

For safety reasons, NO medicines may be brought into Nursery to be administered to any child, except for asthma inhalers and epipens. All other medication will need to be taken to the school office for administration.



Absences

It is important that the Nursery Staff are notified if your child is absent. Please phone the school office after 8.30am, on the first morning of your child's absence (0208 647 3884). Any infectious or contagious diseases must be notified immediately. Children should not return until 48 hours after the illness is cleared. This is particularly important with sickness and diarrhoea. Please remember that 'there is no place like home' when a small child is unwell.

Arrangements in an Emergency

On your Contact Form, you will have noticed an 'Emergency Number'. The school office requires an alternative contact number as well as a home telephone and work number. This should, preferably, be a neighbour or a local family member, who can be contacted if you are unavailable. Please notify the office if there are any changes to these numbers.



School Fund

School Fund is paid yearly; the amount is notified at the beginning of the school year. We use the money to help towards the cost of cooking ingredients, Christmas parties etc.

Nursery Donations

We are always on the lookout for unwanted toys, games or equipment. If you think you can help please let us know. We will also place a 'donations box' in the Nursery cloakroom.

* An idea of things we find useful ...

Unwanted toys and games
Dressing up clothes
Glitter, coloured paper and card,
Brightly coloured buttons and bottle tops
Flour, salt, oil, shaving foam
Pasta, cornflour, rice, cornflakes, oats
Dried chickpeas and beans
Paper plates, cotton wool, wrapping paper
Washing-up liquid
Sand, soil, loas



THANK
YOU

Admission to School

Children in the Nursery do not automatically gain a place in the school when they are 5. Parents need to apply for a place separately. It is important to remember that the school is oversubscribed and that places are offered according to the London Borough of Sutton admissions policy.

Introduction to the Nursery Curriculum

The aim of the Nursery is to create an environment in which young children can be stimulated and encouraged to develop independence and tolerance towards others. The Nursery has a happy atmosphere in which all children feel secure, valued and confident.

The Nursery is part of the 'Foundation Stage' and staff use the 'Early Years Foundation Stage' document to aid their planning of an appropriate curriculum and environment that builds on children's interests and achievements.

'Every child deserves the best possible start in life and support to fulfil their potential. A child's experience in the early years has a major impact on their future life chances. A secure, safe and happy childhood is important in its own right, and it provides the foundation for children to make the most of their abilities and talents as they grow up.'

(Early Years Foundation Stage, DCSF 2008)

The Early Years Foundation Stage is organised into seven areas of learning:

- Personal, Social and Emotional Development
- Communication and Language
- Literacy
- Mathematics
- Understanding of the World
- Physical Development
- Expressive Arts and Design

Children progress at different rates and individual achievements vary. However all children should be able to follow a curriculum which enables them to make maximum progress towards the goals at the end of Reception and the Foundation Stage. Children whose achievements exceed the goals are provided with the opportunities to extend their knowledge, understanding and skills. Other children may require continued support for achieving all or some of the goals after entering compulsory education. A small number of children with Special Educational Needs may continue to make progress towards these goals throughout their educational career.

Personal, Social and Emotional Development

This area focuses on children learning how to work, play, co-operate with others and function in a group beyond the family. It covers important aspects of personal, social, moral and spiritual development including the development of personal values and an understanding of self and of others. It should be interpreted in the context of the values agreed by the adults, including parents, involved with each setting.

Literacy

This area covers important aspects of language development and provides the foundation for literacy. It focuses on children's developing competence in talking and listening and in becoming readers and writers. Other areas of learning also make a vital contribution to the successful development of literacy.

Mathematics

This area covers important aspects of mathematical understanding and provides the foundation for numeracy. It focuses on achievement through practical activities and on using and understanding language in the development of simple mathematical ideas.

Understanding of the World

This area focuses on children's developing knowledge and understanding of their environment, other people and features of the natural and man-made world. It provides a foundation for historical, geographical, scientific and technological learning.

Physical Development

This area focuses on children's developing physical control, mobility, awareness of space and manipulative skills in indoor and outdoor environments. It includes establishing positive attitudes towards a healthy and active way of life.

Expressive Arts and Design

This area focuses on the development of children's imagination and their ability to communicate and to express ideas and feelings in creative ways.



Assessment and Record Keeping

Children's progress and future learning needs are assessed and recorded in their Learning Journey Books. Parents can request access to these at any time.

The Nursery staff keep detailed school records on each child and meet with parents at an Open Day three times a year. Other appointments can be made to discuss your child during the year. A detailed Nursery Assessment and Report is written on each child when they leave the Nursery.

Special Educational Needs

The SENCO monitors Special Needs within the Nursery and throughout the school, working closely with the Nursery and school staff. There is also close liaison with outside agencies and carers, for example, Health Visitors and Speech Therapists. The school follows the 2008 Code of Practice for Special Educational Needs.

Library Books

Library books are available in the cloakroom area for your children to borrow. One book may be loaned at a time and must be recorded as on loan. We ask that you look after the library books, and supervise their use, so that we can minimise the damage (no chewing, bending or writing on them please) and keep them in good condition. Please read the book to your child at least once, talk about the pictures, ask him/her questions about the pictures and the story, let your child tell you the story.

Home Learning

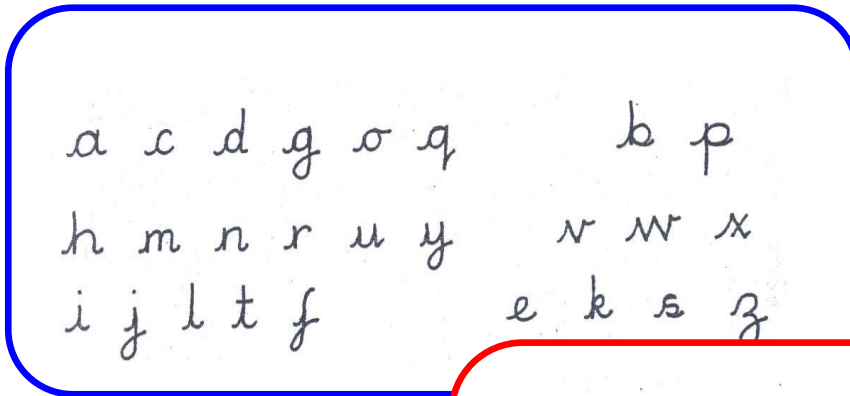
Home Learning is sent out half termly. A range of optional subjects are linked to the children's Learning Topics. The work does not have to be returned, however we encourage parents to share Home Learning with us so that we can record it in the children's Learning Journey Books.

Bandon Hill - Handwriting Style

Bandon Hill has a cursive handwriting style. The general rule is that letters begin with an approach stroke and most finish with a tail.

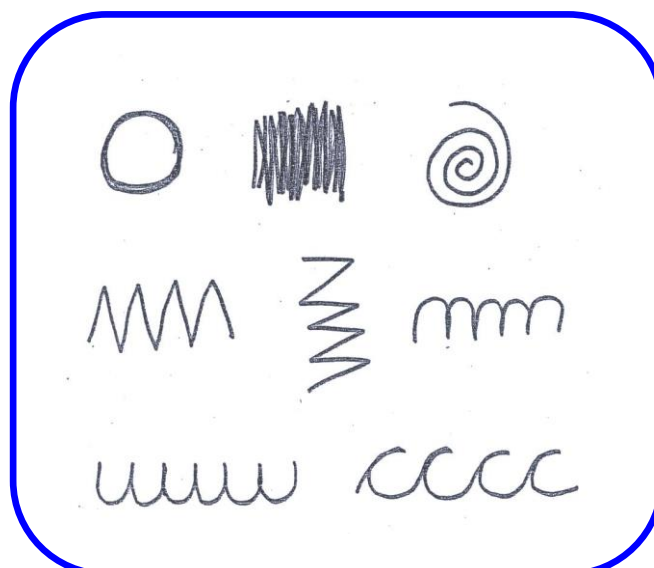
In the Nursery, we begin by using a cursive style of writing. Please use a capital letter only for the first letter of your child's name.

*We have grouped these letters according to how they are formed.

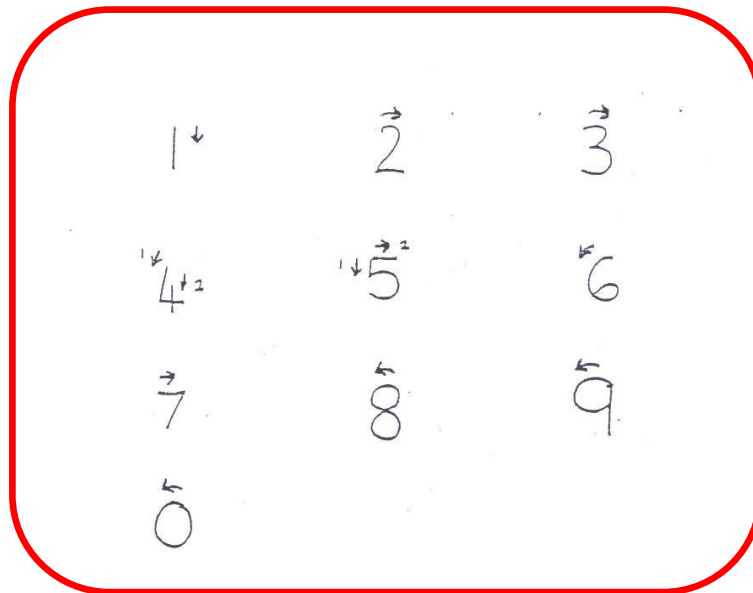


Mark Making

Before children can learn to form letters correctly they need to develop a good pencil grip and be able to control the pencil. They also need to build muscle strength in their arms. You can help your children to gain strength and control by encouraging them to practise these writing patterns. They can make big movements in the air for instance, as well as finer movements on paper.



Bandon Hill Nursery - Standardised Formation of Numbers



Helpful Websites

Literacy

www.teachyourmonstertoread.com
www.lovereadng4kids.co.uk
www.oxfordowl.co.uk/booklist
www.booksforkeeps.co.uk
www.ukchildrensbooks.co.uk
www.wordforlife.org.uk

Number Formation Rhymes

www.Communication4all.co.uk

Other Useful Websites

www.busythings.co.uk
www.educationcity.com

We look forward to welcoming your children to Nursery.

