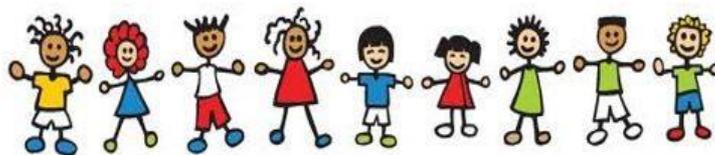




# Netherlee Nursery Class Handbook 2020-2021



*Working With and For Children  
Netherlee Primary School and  
Nursery Class*

Working With and For Children  
Friendship and Fairness, Respect and Responsibility, Courage and Compassion

**Netherlee Nursery Class**  
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**Glasgow**  
**G44 3SF**

Telephone: 0141 570 7260

Email: [schoolmail@netherlee.e-renfrew.sch.uk](mailto:schoolmail@netherlee.e-renfrew.sch.uk)

School website: [www.ea.e-renfrew.sch.uk/netherlee](http://www.ea.e-renfrew.sch.uk/netherlee)

Twitter: @sand\_nc

Headteacher: Mrs Yvonne Donaldson

## From the Headteacher...



On behalf of all staff, children and parents of Netherlee Primary School and Nursery Class, may I extend to you a very warm welcome.

At Netherlee we aim to ensure that there is a positive, welcoming and inclusive ethos where all are valued and have a voice. The way we work, talk and interact with each other should be based on our agreed core values of fairness and friendship, respect and responsibility, courage and compassion. We will work together, as a whole school community, to fulfill this expectation. The decisions we make as a school community will be based on a commitment to ensuring that our children's health, wellbeing and progress are our prime concern; Children First!

During your child's stay with us, it is our wish that your child is happy and successful. Our school and nursery seek to foster in our children a positive attitude to learning and respect for ourselves, others and the environment. This is central to developing the whole child and as such we will focus on the academic, aesthetic and personal development of all children. This will support our children to achieve all they can in being successful and confident life-long learners and helping them achieve and be responsible citizens in their community.

A strong partnership with parents is central to supporting our children's progress and we would wish you to be actively involved in our school and nursery through the various events and activities that occur throughout the school year. We look forward to meeting you and working with you at as many of these as you can manage. Please be involved and play an active role in the life of our school community.

Be assured that no worry about your child is too small to share with us, please do not hesitate to contact our school at any time and we will do all we can to help.

We hope that the following pages will give you a flavour of our nursery.

Kindest regards  
Yvonne Donaldson  
Head Teacher

## **Our School and Nursery, Our Vision, Our Values**

Netherlee Primary School and Nursery Class is a non-denominational school campus which serves the Netherlee, Busby, Clarkston and Eaglesham communities within East Renfrewshire Council.

The Nursery Class is situated in two purpose built buildings, The Acorns (capacity 40) and The Saplings (capacity 60).

Our work in Netherlee Primary School and Nursery Class is grounded in a vision that puts our children first and embraces our agreed values of **Fairness and Friendship, Respect and Responsibility, Courage and Compassion**

We are focused on creating and maintaining a culture and ethos based on these values that will support our community in making the right decisions as we work with and for our children.

We are committed to working closely with all of our partners and in particular ensuring that our children's voice is valued, respected and considered in the decision making process.

Our aims for early education are:

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

## **Applying for a place for a 3 or 4 year old**

If you have any queries regarding applying for nursery or additional hours for 2020 please speak to a member of the nursery staff or email:

[earlylearningandchildcare@eastrenfrewshire.gov.uk](mailto:earlylearningandchildcare@eastrenfrewshire.gov.uk)

Phone: 0141 577 3288 or 3265.

## **Ad hoc Hours**

East Renfrewshire Council currently provides the option, where available, for parents to purchase additional early learning and childcare over and above the entitled 1140 hours.

This facility helps parents with those times when they need some extra childcare on a one-off basis like attending a medical appointment or going for an interview. Availability of any particular sessions cannot be guaranteed as this will be affected by new children starting nursery after their third birthday and staffing levels which may vary across the nursery sessions.

All sessions must be booked and paid for through Parentpay at least 48 hours in advance and are non-refundable. Sessions are charged at the rate of £2.25 per hour. All ad hoc hours are posted on Parent Pay four weeks in advance.

## **Enrolment procedures**

Once your child has been allocated a place in the nursery class you will be contacted to arrange a short visit and a starting date.

## **Transition from home to nursery**

Many children start our nursery from another nursery or playgroup provision. It is important that they are given time to settle into new routines with staff and children.

Once your place at nursery has been confirmed, you and your child will receive an invitation to make a short visit to the nursery before they are due to start. This will give you and your child the opportunity to meet staff, new friends and take part in some of the experiences we offer.

You will be offered a Home Visit, where two members of staff will visit you and your child at home prior to starting nursery. This is a very short visit and should last no longer than 15 minutes.

We treat every child individually; nursery staff work with parents/carers to formulate the best possible settling plan for children. Our settling procedures can be adapted to suit the needs of individual families.

## Curriculum for Excellence

Scotland's curriculum places learners at the heart of education. At its centre are four fundamental capacities.



These capacities reflect and recognise the lifelong nature of education and learning. They:

- recognise the need for all children and young people to know themselves as individuals and to develop their relationships with others, in families and in communities
- recognise the knowledge, skills and attributes that children and young people need to acquire to thrive in our interconnected, digital and rapidly changing world
- enable children and young people to be democratic citizens and active shapers of that world

Children move from early learning and childcare at nursery, then on to primary school, and then through to the end of secondary school. These different settings are all linked, and staff in each all work for the same result: confident and happy children.

*friendship and fairness, respect and responsibility, courage and compassion*

Whatever their age and stage, all children in Scotland follow the same general programme of learning. This is called Scotland's Curriculum for Excellence (CfE). Although the word 'curriculum' suggests something very rigid, CfE is very flexible, with the idea that it will fit around each child.



The 3-18 curriculum ensures continuity in each child's learning, from nursery to the end of secondary school. It offers breadth and balance of learning across experiences and outcomes in eight areas:

- Expressive Arts
- Health and Wellbeing
- Languages
- Mathematics
- Religious and Moral Education
- Sciences
- Social Studies
- Technologies

Learning outcomes are broad, summary statements which identify areas of achievement for children and young people as they continue their learning journey. These set out clear expectations of the skills and attitudes that children should develop.

More details can be found at the following link:

<https://education.gov.scot/parentzone/learning-in-scotland/about-the-3-18-curriculum/>

There is a strong emphasis on linking learning between subjects and this is carefully planned by staff alongside children. It is important that learning in

nursery is related to real life and helps our children to be effective participants in society with well developed skills for learning, life and work.

Children learn wherever they are, and all the time. All through the curriculum, they will get the chance to learn in the classroom, outdoors, online, in workplaces and in the community. Although children spend a lot of time in nursery or school, they spend much more time at home. So, CfE also stresses that parents are an important part of the picture.

## Committed to PLAY



### Playful Learning

Free play is what happens when children and young people follow their own ideas and interests in their own way, and for their own reasons. They can do this on their own or with others. It can happen inside or outside. Children and young people should be given the choice of how and when they play. Play is just as important for your teenager as it is for your baby or young child.

Play is how young children make sense of their world. There is evidence to show that play in early childhood can influence the way your child's brain develops, helping to co-ordinate their mental and physical capabilities. Through play, children develop problem-solving skills, imagination and creativity, language and observation skills, and memory and concentration. Children and young people use play to test their theories about the world and their place in it.

***'Play creates a brain that has increased flexibility and improved potential for learning later in life.'***

Lester & Russell, 2008

Children and young people have a right to play. The UN Convention on the Rights of the Child states (in Article 31) that every child should have:

***"The right to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts."***

## Dealing with risk

Children and young people need opportunities to play in lots of different situations, experiencing adventure and challenge. Play should be free and safe. Your child will learn to manage risks and make appropriate choices about where, how and when they play.

While risks are real, they need to be kept in proportion and controlled. They shouldn't affect the opportunities children and young people have to play outside. Children and staff work out the main physical and environmental risks and take steps to reduce them. The goal is not to eliminate risk in play, but to weigh up the risks and the benefits. Learning to manage risks and challenges will help your child or young person to grow and develop into a healthy, confident adult.



## Outdoor Play and Learning

Staff at Netherlee are committed to outdoor play and understand that it is fundamental for children to thrive in health, wellbeing and development.

*"All children and young people should enjoy high quality play opportunities, particularly outdoor free play in stimulating spaces with access to nature, on a daily basis in school, nursery and early learning and childcare."*

Play Strategy for Scotland: Our Action Plan (2013) Scottish Government.

For children, particularly those in the early years, each day holds the potential for new experiences and learning. Spending time outdoors supports this learning and development in different ways from those in the indoor playroom.

The benefits of outdoor play are widely recognised and understood. It helps children begin to understand the world that they live in, gives them fresh air and exercise, develops communication, imagination and thinking and builds confidence and resilience - all whilst having fun. The outdoor environment, including temperature, light, weather and colours, changes on a daily basis, providing children with a never-ending range of resources and challenges.

We know that there are aspects of children's development which are better supported in the outdoors: they are able to be more active, imaginative and

purposeful, and can develop a more positive attitude to learning. Children who may, indoors, be quiet and reluctant to join in often become more confident outdoors. Children often behave differently outdoors, becoming more respectful of rules and boundaries and developing their social skills and relationships with staff and other children

Children will learn progressively about different places through exploration, play, direct experience of natural materials, and the natural and built environment and through a series of planned and structured learning experiences. They will learn about curriculum areas, for example studying the weather for science and social studies. Outdoor experiences take place through all seasons and in a wide range of weather conditions, thus fostering adaptability and resilience.



Different outdoor learning experiences offer a breadth of opportunities for personal and learning skills development in areas such as communication, problem solving, information technology, working with others, creativity and thinking skills. These transferable skills are required to meet the opportunities and challenges of a rapidly changing world. Being outdoors offers challenge and enjoyment through learning about different aspects of the curriculum in an engaging and relevant way.

### **What Children Need to Bring**

Children should change into soft shoes while in nursery (not Crocs or slippers). It is helpful if they have wellies with them every day. Please ensure that your child has a jacket and suitable footwear with them every day, as we go out to play in all weathers.

New and lightly-used sweatshirts, polo-shirts and hoodies with the nursery logo are available to buy from the nursery. Please ask a member of staff for more details.

Please make sure that all clothing, particularly anything which can be taken off, has your child's name on it. Outdoor coats and shoes should also be marked with your child's name.

## **Nursery Fund**

Parents are encouraged to make a small donation to the Nursery Fund, which helps to pay for baking ingredients, bird food, equipment, plants and special activities. Accounts are kept for monies collected and are available for inspection at any time. They are subject to external audit each year.



## **Insurance**

The Council is concerned at the level of claims being received regarding the loss of pupils' clothing and/or personal belongings. Parents are asked to assist in this area by ensuring that valuable items and unnecessarily expensive items of clothing are not brought to school. Parents should note that the authority does not carry insurance to cover the loss of such items and any claims submitted are likely to be met only where the authority can be shown to have been negligent.

## **Lost Property**

There is a regular "mountain" of items in our lost property boxes. Please feel free to come into nursery to look through the boxes for any of your missing items of clothing. We urge parents/carers to label children's belongings. Such is the build-up of unclaimed property that each term we donate items to charity shops.

## **Inclusion and Supporting Learning**

Inclusion is about taking action to remove the barriers to participation and learning, or to support the opportunities to stretch individuals who are very able. At Netherlee we promote inclusion and equality through developing positive relationships and behaviour by:

- creating an ethos of achievement for all pupils within a climate of high expectation;
- valuing a broad range of talents, abilities and achievements;
- promoting success and self-esteem by taking action to remove barriers to learning;

- countering conscious and unconscious discrimination that may prevent individuals, or pupils from any particular groups, from thriving in the school;
- actively promoting understanding and a positive appreciation of the diversity of individuals and groups within society; and
- creating a learning environment that will have a positive effect on our children

### **Additional Support Needs**

At times, and for a variety of reasons, a child may need additional support with their learning. For some children this may only be needed for a short time and for others it could be much longer. As in all East Renfrewshire Council schools and nurseries we use a structured process called 'Child's Plan' to ensure that all needs are being met.

Some children may be identified as having more significant needs that require more immediate multi-agency support and coordination. Our aim for all our children is to get the help they need when they need it and be central to their development.

Stages of the support framework can be summarised as:

- Universal stage: Planning and support available for all children and young people within the nursery.
- Stage 1 - Child's Wellbeing plan: Individualised and targeted planning and support from the educational establishment, coordinated by nursery.
- Stage 2 - Child's Wellbeing plan: Individualised and targeted planning and support from the educational establishment and joint support team, coordinated by the nursery.
- Stage 3 - Child's multi-agency plan (CMAP): Individualised and targeted planning and support from education and partnership agencies, coordinated by a lead professional.

All staff have a responsibility to ensure children's progress and they are supported by Depute Headteacher, Mrs Roberts, who as part of her remit co-ordinates additional support needs in our school and nursery.

<http://www.ea.erenfrew.sch.uk/curriculumlinks/Links/Teachers/inclusion.htm>

## **Pupil Voice**

By giving children a voice through choice, opinion, feelings and emotions children develop and learn that they are important and valued. Feeling valued plays a large role in how a child learns. The children choose what they want to do and the adult supports their learning, ensuring that they have breadth, balance and challenge.

The opinions and ideas of all our children are important to us and in line with our emphasis on values of respect and inclusion we consult the children on many aspects of their play and exploration, active learning, critical thinking and the learning environment.

## **Parental Involvement**



Our nursery welcomes and encourages parents/carers to be actively involved in nursery life. Parents/carers and younger siblings are invited to attend Family Bookbug sessions. 'Stay and Play' sessions are an opportunity to spend time playing alongside your child during a nursery session. Parents/carers can sign up for this using the form displayed in each building.

We hope you will join us to meet other parents/carers, share suggestions and ideas and have any questions answered at informal 'Coffee & Chat' sessions. We also have regular 'Meet the Leadership Team' sessions in Netherlee Primary School.

Week sheets, our website, planning, Twitter and Netherlee Nursery Newsletters share information about what's been happening in nursery, events and learning opportunities.

## **Our Parent Council**

### **Scottish Schools (Parental Involvement) Act 2006**

This Act makes provision for all parents/carers to be members of the Parent Forum at a school, and to have their views represented to the school, Education Authority and others, through a representative Parent Council for the school.

- The Act aims to help all parents to
- Be involved with their child's education and learning
- Be active participants in the life of the school
- Promote contact between school, parents/carers
- Be involved in the appointment of senior school staff
- Fundraise for the school

Parents/carers are invited to share their views with Parent Council members so that their views can inform any discussion.

Further information about the work of the Parent Council can be viewed on their website [www.netherleparentcouncil.org](http://www.netherleparentcouncil.org)

### **Reporting On Progress**

Staff are usually available at the beginning and end of the session to informally share information, to answer any questions, worries or concerns about your child.

As a team, we assess all children in the nursery to ensure that they are meeting developmental milestones while playfully learning. All children have a 'Special Book' and this is used to record their individual learning and evaluate their progress across their time in nursery.

We have scheduled twice yearly Parent/Carer Consultations with the keyworker, where children are also invited to attend. A written Summative Report is also shared with parents/carers towards the end of their time at nursery.

Should there be any concerns with a child's progress, the nursery will make contact with parents/carers and similarly parents/carers are encouraged to contact the nursery should they have concerns or questions and not wait for a scheduled Parents/Carers' Consultation.

### **Photography in Nursery**

As part of the broad range of learning experiences within the nursery, photographs, audio recordings and videos are taken and used for a range of purposes, including the assessment of children's learning and to celebrate achievement. Occasionally these may be used in the press, or by others working with the school, for example, television or media crews. In addition, in order to

further develop how we share learning experiences with our wider community, we would like your permission to, on occasion, use these photographs, audio recordings and videos on our nursery and school website, blog and Twitter. We will ask you to complete a consent form and at any time you wish to change this, just let us know in writing.

## Healthy Eating

As a Health Promoting Nursery children can select milk or water and fruit when they choose throughout the nursery session. On most days we also offer a small portion of toast, crackers, oatcakes, cheese or cereal. Children are encouraged to be independent while preparing their snack and when tidying up after themselves.



**Please note that we are a nut free school in order to protect children with nut allergies.**

If your child is on a special diet or if there are any foods which your child should not have please include this information on their enrolment form.

## Promoting Positive Behaviour

We work hard to create a secure, caring and positive environment where children can learn effectively, using our agreed values as a base, we encourage children to develop self-discipline, co-operation, teamwork, fair play and respect.

We wish to encourage a partnership with parents and carers to ensure the best possible standard of behaviour. We recognise there are times when nursery can be a challenging social setting for everyone and that there may be times when children need support. They may feel frustrated, angry or upset. Our aim is to support our children and we use restorative approaches to do this.

This involves:

- Helping to make make good choices
- Encouraging them to think about what to do to put things right
- Encourage them to think about the feelings of others

*friendship and fairness, respect and responsibility, courage and compassion*

- And for all of us to consider how our behaviour impacts on others

## PoPP Psychology of Parenting Project (PoPP)

PoPP gives parents/carers of children 0-6 simple tips to help manage the big and small problems of family life. Problems like tantrums, self-esteem issues, bedtime battles. PoPP can deal with them all and more. PoPP courses are currently running across East Renfrewshire. If you wish to attend a PoPP session speak to a health Visitor on 01414510777 or contact [PoPP@eastrenfrewshire.gov.uk](mailto:PoPP@eastrenfrewshire.gov.uk)

## Family First

Family First is a free, confidential advice and information resource in East Renfrewshire for Families. The Family First team can offer support & advice on issues surrounding school, health, home, money, parenting and confidence building. This service is open to families with children 0-8 years living in the East Renfrewshire area with no social work involvement. If you feel you need a little bit of help please call or text our Family First worker Tel/Text:-07800 712706

## Getting It Right for Every Child

'Getting It Right For Every Child' (GIRFEC) is the Scottish Government-led approach to making sure that our children and young people, and their parents or carers, can get all the help and support they need from birth right through to age 18 (or beyond if still in school).

The vast majority of Scotland's children and young people get the love and support they need from within their families and their wider, local communities. But even the most loving and caring families can sometimes need extra support. The GIRFEC approach aims to make it as easy as possible for any child or young person (and their parents) to get that help or support if they need it.



## Equalities

East Renfrewshire Council Education Department is committed to ensuring equality and fairness for all. We have a duty to ensure that children are not

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disadvantaged because of race, gender or religion. We seek to foster a climate of social justice and fairness to all, ensuring that all have equality of opportunity.

In accordance with the requirements set out by the Equalities and Human Rights Commission, we seek to -

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2012
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not.

Netherlee Primary's Equalities Coordinator is Mrs. Julie Roberts, she can be contacted by telephoning the school.

### **Data Protection**

GDPR and the Data Protection Act 2018 means we have a privacy notice which will let you know what we do with the information you provide to the nursery. You can find out more about how we handle this information and your rights by going to [www.eastrenfrewshire.gov.uk/privacy](http://www.eastrenfrewshire.gov.uk/privacy).

### **Mobile Phones**

In the interest of Child Protection, please do not use your mobile phone within the nursery or our grounds.

### **Travel to and from School and Nursery**

Our school has achieved Cycle Friendly School Status and we strongly encourage our children to cycle or scoot to nursery. For safety reasons, we would ask that children always wear cycle helmets. There is a shelter and bicycle stands for the storage of bicycles or scooters. We encourage children to use bicycle locks. It should be noted that neither the school nor East Renfrewshire Council takes responsibility for any bicycles or scooters in the school playground. Children and adults should dismount bikes and scooters at the school gate and walk through the school to ensure the comfort and safety of all.

We ask that you come in the gate closest to the nursery building and do not cross the school playground.

### **Travel by Car**

Parents are asked to park safely and responsibly and to move on as quickly as possible to minimise traffic congestion. Parents should not use the school/ staff car park.

### **Dogs in the School Grounds**

In the interests of comfort of all children in our school and nursery, we would urge parents/carers not to bring dogs into the vicinity of the school. Dogs should not be left tethered in the school grounds.



## Child Protection Policy and Procedures

At Netherlee we take the care, welfare and protection of our children very seriously. We believe all children have a right to feel safe within the school, home and community. Please help by not opening the front door to let in other adults, or holding it open on your way out. The children's toilets should only be used by children. If your child requires your assistance in the toilet we ask that they use the adult toilet with you.

Within our school and nursery we strive to provide a safe, secure and nurturing environment for our children, which promotes inclusion and achievement.

All staff in Education have a statutory and professional responsibility to take action if we have reason to believe a child is suffering, or is at risk of abuse.

Our child protection policy and procedure sets out what we will do if we have reason to believe a child is being abused or is at risk of abuse, either within the home or the community. These policies are designed to ensure that children get the help they need when they need it.

Every staff member undergoes a minimum of one child protection training activity every session. Many of our staff are more extensively trained in specific areas of child protection to support and identify potential child protection concerns.

All schools in East Renfrewshire have comprehensive Pupil Support systems in place and we work closely with our partners in Social Work, Health and the Police.

The Child Protection Coordinator for the school is the Head Teacher, Mrs. Yvonne Donaldson. If you wish to discuss this important matter further, please contact our Head Teacher via the school office.

**If you are worried or know of a child who could be at risk of abuse or neglect please speak to the Child protection Coordinator or to a member of staff at one of the following numbers:**

**Barrhead Social Work Office: 0141 577 8300**

**Eastwood Health and Care Centre: 0141 451 0500**

**Strathclyde Police Family Protection Unit: 0141 532 3965 or 532 3903**

**Standby Social Work Out of Hours 0300 343 1505**

## **Transition from nursery to school**

During their time at nursery, children will have many opportunities to be in and around school, e.g. going on walks, visiting the Early Years Open Area, sharing learning with P1 children, taking part in House events with older children or being part of pupil groups.

The Headteacher and Depute responsible for Primary 1 regularly visit the nursery, which gives them the opportunity to get to know the children in a situation which is comfortable for them. Similarly, Primary 1 teachers from all feeder schools visit nursery at key times and this gives them a significant period of time in which to see the children engaged in play.

The majority of children in Netherlee Nursery move onto to Netherlee Primary, Our Lady of the Missions or other Schools within East Renfrewshire

## **Application for a Place in Primary One**

Applications for a place in Primary One usually take place during the month of January. Specific details will be advertised locally on East Renfrewshire Council website and on the school website. Prospective parents/carers and children will be invited to spend time in the school during the final school term to have an opportunity to meet staff. There is a transition programme in place that supports our new Primary Ones to make a smooth and confident transition.

## **Making a Placing Request**

Most school children attend their local primary or secondary school, but parents can choose to apply for a place for their son or daughter in another school. If you are interested in making a placing request for a school in East Renfrewshire and want to find out more, visit the council website where you can read all the information on how placing requests are decided apply for a placing request online.

If you require any advice regarding making a placing request please use the following link: <http://www.eastrenfrewshire.gov.uk/placingrequest>

## **Deferring Entry**

You can apply to delay your child from starting school, known as a deferred entry. If your child's birthday falls in January or February of the year they'd begin their primary education, they'll be entitled to an additional year of funded early learning and childcare.

If a child isn't yet 5 years old when they start primary 1 and their birthday falls between the start of term (August to December), education staff will consider whether an additional free year of early learning and childcare will be given.

Supporting evidence from parents, staff and other professionals working with the child will be reviewed before any decision by East Renfrewshire Council on whether or not to fund an early learning and childcare place.

Where a deferred place is refused and you wish to delay your child's entry to school, you may apply for a further year of early learning and childcare depending on availability and at your own cost.

If you choose to apply for delayed entry you must also apply for a place at your child's catchment school. Should your child's entry be confirmed, it'll be assumed that you won't need the primary 1 place for that school session.

## **Extended Transitions**

Some children may require support during transitions. This includes between home and nursery or from nursery and Primary 1 classes. We work together with parents/carers, other Early Learning and Childcare establishments, school and class teachers to put supports in place to try and alleviate the anxiety that change can sometimes bring to us all.

Extended transitions can include:

- Transition booklets, new environments and new staff set out in pictures
- Keyworker visits to playgroup or nursery prior to starting Netherlee
- Additional Home Visits
- Meetings with staff at playgroup or other nursery
- Extra visits to the Primary 1 class
- Meetings with the teachers who will be involved with the child

- Meetings with the Educational Psychologist and any other staff supporting the child, if appropriate

All of these supports go towards creating a calm and settled environment to help children to achieve their potential.



Breastfeeding  
Welcome

## Breastfeeding Friendly Nursery

Breast feeding is recognised as the preferred way to feed infants and is associated with improved health outcomes for both mother and child. The World Health Organisation recommends exclusive breastfeeding for the first 6 months of an infant's life.

Families can be reassured that staff have been trained to promote breastfeeding. All staff are aware of The Breastfeeding etc. (Scotland) Act 2005 which makes it unlawful to prevent or stop a child being breastfed in any public area where children are normally allowed. Breastfeeding is further protected under the Equality Act (2010) and East Renfrewshire Council Policy Statement for Staff and Public.

We provide a welcoming atmosphere for breastfeeding families (in any area of the nursery where the mother feels comfortable). We have removed or replaced toys which promote bottle-feeding as the cultural norm. Use of substitute bottles, teats or dummies will not be permitted for role play and all books or pictures depicting bottles being used to feed infants are removed.

### **Breastfeeding helps children to get the best start in life.**

- It also protects the health of the mother.
- Breastfed babies are less likely to need hospital treatment.
- Breastfed babies are less likely to get ear, chest and tummy infections.
- Children who are breastfed are less likely to get diabetes, asthma and eczema.
- Breastfeeding lowers a mother's risk of breast cancer.
- Breastfeeding lowers a mother's risk of getting ovarian cancer and gives her stronger bones in later life.

### **Breastfeeding Support can be accessed by phoning**

- NCT Helpline 0300 330 0771
- National Breast feeding Helpline 0300 100 0212
- La Leche League 0845 120 2918
- Association of Breastfeeding Mothers 0300 330 5453
- For further information call East Renfrewshire Health Improvement Team on 0141 451 0757 or e-mail [HITeam@eastrenfrewshire.gov.uk](mailto:HITeam@eastrenfrewshire.gov.uk)

## **Reporting Absence at Netherlee**

If it is clear that a child will not be attending nursery we would ask parents/carers to let the nursery know by calling the school office on 570 7260 on the first day of absence. If there is no explanation for a child's absence then staff may follow this up by contacting parents/carers.

We follow national guidance to protect the health of all the children in our care. If your child is ill, they must not attend nursery. If your child has had symptoms of vomiting or diarrhoea (or both), it is essential that they do not attend nursery until 48 hours after the symptoms have stopped. If you're not sure, please phone us before you bring your child to the centre.

If your child is going to be absent you should contact us. Please let us know if your child is suffering from any infectious diseases, as these can have serious implications for other children, parents and staff. We may share information on the notice board, but your child will not be identified.

## **Medication**

If your child is in need of medication during their time at nursery you should discuss their requirements with one of our staff trained in First Aid: Angela Kerr (Principal Teacher), Shona Ramsay or Donna Flower, You will need to fill in a consent form which authorises staff to administer the medication to your child.

## **Accidents in Nursery**

If your child becomes ill or has an accident in the nursery, we will try to make them comfortable while we contact you or the emergency contact as soon as possible. In the event of a serious emergency, the child's parents will be informed and arrangements will be made to meet them at the casualty department of the hospital should this be necessary.

Please inform us, if you change your address or telephone number.

**It is very important that full details of your child's medical history are provided when completing enrolment forms. This ensures that staff are as well prepared as possible for any health emergency which may arise.**

We will seek medical advice and additional training as required.

## **Anaphylactic Shock**

Staff are re-trained regularly to support pupils who are suffering anaphylaxis.

## **Reducing the risk of transmission of infection**

In order to stop the spread of infection, if your child has been sick or has diarrhoea he/she should stay away from nursery for at least 48 hours after the last bout.

Children with unexplained rashes should be considered infectious until assessed by a medical professional.

We use guidance from NHS Scotland and Care Inspectorate regarding exclusion periods for infection prevention.

## **NHS Professionals**

Children take part in daily tooth brushing in the nursery. Information about the tooth brushing programme is provided when your child starts nursery. Visual screening takes place during the nursery year for all children prior to going to school. Speech and Language Therapists, Physiotherapists, Occupational Therapists and other visiting health professionals will sometimes work with children after appropriate referral procedures and with permission granted by parents.



## **Unexpected Closure/Adverse Weather**

In the event of an emergency such as a power cut or severe weather that prevents our nursery from opening in the morning or results in an early closure we will use a range of communication channels to let parents know:

Text alerts, Twitter, posting on the school website, East Renfrewshire Council website and local radio will be used to share information.

Further information can be located from the following links:

[www.eastrenfrewshire.gov.uk](http://www.eastrenfrewshire.gov.uk)

[www.ea.e-renfrew.sch.uk/netherlee](http://www.ea.e-renfrew.sch.uk/netherlee)

Emergency Closure of Schools and Establishments - Severe Weather Conditions:

<http://intranet.erc.insider/CHttpHandler.ashx?id=4193&p=0>

## **Comments and Complaints**

Whilst we will be making every effort to achieve quality in all areas of our work, there may be occasions when you feel you have cause for complaint. In the first instance a nursery member of staff will attempt to sort out any difficulties. We would encourage parents/carers to share their concerns with Angela Kerr, Principal Teacher, Lynn Sweeney, Depute Headteacher ( Early Years) or Yvonne Donaldson, Headteacher, who will respond promptly, consider fully and investigate as appropriate any matter brought to their attention.

**Although the information in this handbook is correct at the time of updating (June 2020) there could be changes affecting any of the matters within it, either before your child's placement begins or during the course of their placement.**

## **Important Contacts / Information**

East Renfrewshire Council  
Early Learning and Childcare 0141 577 3288  
[www.eastrenfrewshire.gov.uk/earlylearningandchildcare](http://www.eastrenfrewshire.gov.uk/earlylearningandchildcare)

email: [earlylearningandchildcare@eastrenfrewshire.gov.uk](mailto:earlylearningandchildcare@eastrenfrewshire.gov.uk)

Health Visitors 0141 451 0777

East Renfrewshire Council (Customer First) 0141 577 3000  
Educational Psychology Service 0141 577 8510

Care Inspectorate 0345 600 9527

Mhairi Shaw (Director of Education) 0141 577 8635  
Education Department  
211 Main Street  
Barrhead  
East Renfrewshire

**We hope that you have found this handbook helpful but if you have any further questions please do not hesitate to get in touch with us at Netherlee Nursery Class.**

**Finally let us once again wish you a very warm welcome.**

*friendship and fairness, respect and responsibility, courage and compassion*