

# Welcome



FAIR ISLE  
Family Nurture  
Centre

## PARENT BOOKLET



Fair Isle Family Nurture Centre

Appin Crescent, Kirkcaldy

KY2 6EJ

Tel No: 01592 583244

email: [fairislenur.enquiries@fife.gov.uk](mailto:fairislenur.enquiries@fife.gov.uk)

## EARLY LEARNING & CHILDCARE

Fair Isle Family Nurture Centre Appin Crescent, is located at the west end of Kirkcaldy in the Templehall area, operating in a purpose-built building with an amazing outdoor play area.

Fair Isle Appin Crescent provides both 49 week, 46 week and term time models of early learning provision for 3 – 5-year olds.



### Fair Isle Appin Crescent

#### Session Times

##### 49 Weeks

8.00am – 12.40pm

1.20pm – 6.00pm

##### 46 Weeks

Mon/Tue 8am – 6pm

Wed 8am – 12.40pm

Wed 1.20pm – 6pm

Thu/Fri 8am – 6pm

##### Term Time

9.00am- 3.00pm

## LEADERSHIP TEAM



Lisa King  
Principal Teacher



Sharon Curran  
Headteacher



Toni Middleton  
Depute Head of Centre



Jodie Lynch  
Early Years Lead Officer



Joan Ross  
Senior EYO



Caitlin Brennan  
SEYO (Family Worker)



Denise Currie  
Senior EYO



Keri Gray  
Early Years Lead Officer



Debbie Harris  
Senior EYO

## OUR VISION



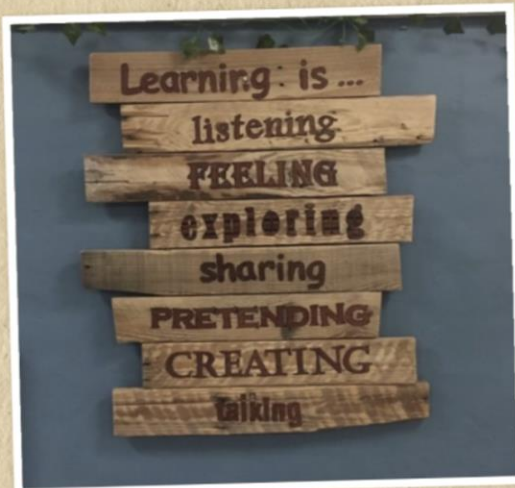


## OUR VALUES



### *OUR VALUES*

- Respect
- Achievement
- Independence
- Safety
- Equity



## STARTING NURSERY

### ***Our approach to welcoming you to our nursery***

#### **BUILDING RELATIONSHIPS**

- **Enrolment** - A member of our staff team will contact you to invite you into nursery to complete an enrolment form. This is to ensure we have a good understanding of your child's care and learning needs before they start nursery.
- **Transition Visits** – An opportunity to visit the nursery with a parent before the summer holidays, play indoors and outdoors and meet the staff team. Our family worker Caitlin will be delivering a Bookbug session on Friday 16<sup>th</sup> June 10.30 and 2pm.

#### **GETTING TO KNOW OUR NURSERY**

- **Welcome pack** – The welcome pack includes our parent booklet for parents/carers which gives you useful information on our approach to early learning at Fair Isle Appin Crescent. Also included is a **Children's Welcome Story** - By using the welcome story and talking about the photographs this will help support you in preparing your child for starting nursery.

***Your welcome pack also includes your child's start date and time, playroom and key worker information.***



## WORKING TOGETHER



**YOUR CHILD'S KEY WORKER** - Will get to know you and your child, support settling in at nursery, plan for your child's care needs and learning progression. The time a child takes to settle in nursery varies for each child – we increase session time at the pace of the child, in discussion with parents and keyworkers.

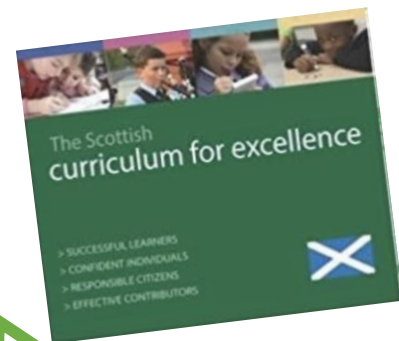
**PROGRESS** - EYOs track your child's progress in their Personal Learning Journals (PLJs) through significant observation of learning while they are playing in nursery. You will be invited to regular progress chats with your child's keyworker.

**CELEBRATING LEARNING** – As well as in PLJs we celebrate children's learning on our Facebook page and in learning journals that are available to view at drop off and pick up.

**YOUR CHILD'S VOICE** - Our EYOS will ask for your child's views and interests to plan learning experiences.

What do children do at nursery?

- Children learn through play.
- We provide a range of learning experiences indoors in the playrooms, outdoors in our garden and beyond our setting at the beach, forest and out and about in our local community.
- We aim to provide learning experiences that develop skills for life and learning that include:  
self-management, creativity & enterprise,  
communication, working with others and leadership.



We aim to provide high quality early learning informed by **Realising the Ambition: Being Me**.

Our Under 3s experiences are supported by **My World Triangle**.

For our 3–5-year-old children our early learning planning is based on the early level of the **Curriculum for Excellence** which has 8 curricular areas; Maths & Numeracy, Literacy & English, Health & Wellbeing, Expressive Arts, Science, Technologies, Social Subjects and RME.



## What are Personal Learning Journals (PLJs)?



- This is a record of your child's learning in nursery.
- When your child starts, the key worker will show you how you can add and contribute to the PLJ.
- You will be invited to a progress chat to discuss how your child has settled, the progress they are making and plan their next steps.

**All About Me 1**

My full name is: \_\_\_\_\_ Date: \_\_\_\_\_

The names of my parent(s)/carer(s) are: \_\_\_\_\_

The language(s) I speak/understand is/are \_\_\_\_\_

Here I am with my family \_\_\_\_\_

Brothers/Sisters \_\_\_\_\_

Special Friends \_\_\_\_\_

Grandparents or Special Adults \_\_\_\_\_

Pets \_\_\_\_\_

**All About Me 2**

Things that might upset me... \_\_\_\_\_

My favourite toy/book \_\_\_\_\_

Things I like to eat/don't like to eat \_\_\_\_\_

Some things you should know about my health \_\_\_\_\_

Tick the box that is right for you.

I write with my hand left ☐ right ☐ undecided ☐

I wear glasses or contact lenses yes ☐ no ☐

I wear hearing aids yes ☐ no ☐

**All About Me 3**

I have attended \_\_\_\_\_

Other agencies/services who may help me e.g. Speech and Language, Social, Occupational Health \_\_\_\_\_

Things you should know about my health \_\_\_\_\_

I may need to take medicine when at nursery Yes ☐ No ☐

I have had my 27 - 30 month health assessment Yes ☐ No ☐

I have allergies/allergies to \_\_\_\_\_

My Health Visitor is \_\_\_\_\_

My Health Visitor is \_\_\_\_\_

What clothes should my child wear to nursery?



- A pair of wellies – everyday – to enjoy forest, beach, garden visits
- Plimsoles for indoors
- Clothes that will enable children to be independent and that you don't mind getting messy
- A change of clothes in case your child has an accident
- Jacket appropriate for weather
- In summer a sunhat
- In winter hat/scarf/clothes

**Remember to put your child's name on everything.**

Nursery polo shirts are available to purchase – please ask your Keyworker for an order form.

What are the benefits of outdoor learning?



- Space to explore & take risks
- Encourages complex & diverse play
- Intrinsic part of a child's right to play
- Better handling of uncertainty/coping skills
- Improves mental & physical health
- Connection to nature & living things
- Supports attachment to place or sense of play
- Provides adventure & challenge

We have a Safe Sun policy at Fair Isle Appin Crescent which means that children wear sunscreen and hats when outside on sunny days.

We encourage you to apply sunscreen before your child comes into nursery too.





### **SNACK & LUNCH**

**LUNCH** – Children in for full days are provided with a free lunch.

**SNACK** - All children are also offered a snack. This includes fruit, yoghurts, toast, crackers & cheese.

Please let us know if your child is allergic to any foods or has special dietary requirements.



### **ATTENDANCE**

If your child is unable to attend nursery then please let us know. Our phone number is [01592 583244](tel:01592583244).

We are required to follow the Fife Council procedure for absence.



### **ILLNESS**

Should you feel that your child has something contagious then please do not send them to nursery and let us know why they are unwell.

### **CHILD PROTECTION**

The welfare of the children is paramount to staff at Fair Isle Appin Crescent.

Should a child inform us or show signs that they are at risk from harm we have a duty to report our concerns to either Social Work or Fife Police. This may be done without parental consent.

In Scotland, the Health Visitor is the Named Person for nursery children and we work closely with them to ensure every child is reaching their full potential.

Toni Middleton is the Child Protection Coordinator.

### **INFECTION CONTROL**

If your child has had sickness and/or diarrhoea then they will not be fit to return to nursery until 48 hours following their last bout.



#### **NURSERY WEEKLY DONATION**

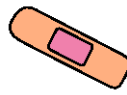
Nursery fund is £1.50 per week. This can also be paid termly if parents prefer.

We use this money to pay for snack, baking, gardening items and resources for our children. It is also used for the Christmas party and gifts for the children.



#### **DONATIONS**

Donations of tissues, wipes and liquid soap are very much appreciated.



#### **ACCIDENTS**

For minor accidents we will treat with any necessary first aid and advise you of the accident. We keep a full record of all accidents and incidents. Please sign the accident and incident record to confirm you have been told about it.

If your child has a major accident in our care we will contact you and the emergency services. Please make sure we have up-to-date emergency contact numbers in case we cannot reach you.

Any bump big or small to the head area (above the neck) we will always let you know by phone.



## How do we communicate at nursery?

We understand that regular communication is important at a time of change. We have put in place a consistent and regular approach which includes;

- **Newsletters** – Keeping you up to date with nursery news & events
- **Noticeboard** – Located outside each nursery playroom that shares children's daily learning
- **Facebook** – We have a Facebook page that is updated regularly, celebrating children's learning and sharing useful information for our families
- **Email /Text alerts** – Any additional/ urgent information
- **Progress chats** – On a termly basis we will work with you to plan the next steps in your child progress

If you have a query, idea or feedback you can contact us by telephone or via email during normal working hours.

**Fair Isle Appin Crescent.**

Telephone No: 01592 583244

Email: [fairislenur.enquiries@fife.gov.uk](mailto:fairislenur.enquiries@fife.gov.uk)



What is available  
for  
parents/carers?



Fair Isle Appin Crescent encourages parents to have regular contact with staff. Our staff are always happy to discuss how your child is getting on in nursery and we are available if you need some support or advice.

Our Family Worker Caitlin will continue with our Family Learning program - in our Newsletter you will receive a copy of the **What's on** that gives an overview of the range of opportunities available to support you and your child with a brief description.

## HOLIDAYS & INSERVICE DAYS 23/24

### SESSION TIME

**49 WEEKS**

8.00am – 12.40pm

1.20pm – 6.00pm

### INSET DAYS

14<sup>th</sup> August 2023

15<sup>th</sup> August 2023

10<sup>th</sup> November 2023

14<sup>th</sup> February 2024

9<sup>th</sup> May 2024

### HOLIDAYS

25<sup>th</sup> December 2023 - 3<sup>rd</sup> January 2024

6<sup>th</sup> May 2024

15<sup>th</sup> July 2024

### SESSION TIME

**46 WEEKS**

8.00am – 12.48pm

1.12pm – 6.00pm

### INSET DAYS

14<sup>th</sup> August 2023

15<sup>th</sup> August 2023

10<sup>th</sup> November 2023

14<sup>th</sup> February 2024

9<sup>th</sup> May 2024

### HOLIDAYS

25<sup>th</sup> December 2023 - 3<sup>rd</sup> January 2024

1<sup>st</sup> April – 5<sup>th</sup> April 2024

6<sup>th</sup> May 2024

15<sup>th</sup> July 2024 – 26<sup>th</sup> July 2024

### SESSION TIME

**TERM TIME**

9am – 3pm

### INSET DAYS

14<sup>th</sup> August 2023

15<sup>th</sup> August 2023

10<sup>th</sup> November 2023

14<sup>th</sup> February 2024

9<sup>th</sup> May 2024

### HOLIDAYS

9<sup>th</sup> October 2023 – 20<sup>th</sup> October 2023

21<sup>st</sup> December 2023 – 3<sup>rd</sup> January 2024

15<sup>th</sup> February – 16<sup>th</sup> February 2024

29<sup>th</sup> March 2024 – 12<sup>th</sup> April 2024

6<sup>th</sup> May 2024

3<sup>rd</sup> June 2024

1<sup>st</sup> July 2024 – 20<sup>th</sup> August 2024