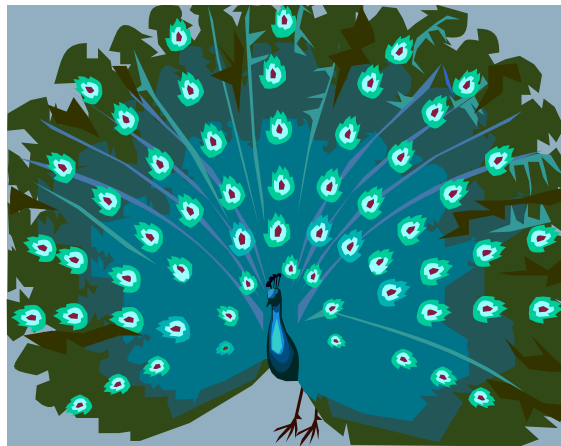




Learning together

WELCOME to Pittencrieff Nursery



(June 22 updated)

Pittencrieff Indoor Nursery Address:

Dewar Street Dunfermline, KY12 8AB

Pittencrieff Outdoor Nursery Address:

Gatekeeper's Lodge, Pittencrieff Park Gates, Pittencrieff Street

Telephone number:

Pittencrieff Primary School main office - 01383 602429

Email Address:

pittencrieffps.enquiries@fife.gov.uk

Head teacher:

Miss Shelley Hutchison

Principal Teachers:

Mrs Suzanne Anderson

Mrs Katie Dow

Nursery Teacher:

Mrs Debbie Gibson

Senior EYO:

Heather Underwood

Staff Indoor Nursery:

Hayley Alexander EYO

Laura Brown EYO

Andrew Dick EYO

Christine Martin EYO

Sarah Meach EYO

Marie Pyne EYO

Diana Turnbull EYO

Donna Watson EYO

Staff Outdoor Nursery:

Shona Colley EYO

Julija Rus-Sekulic EYO

Finley Brown EYO

Intake:

3-year-olds and 4-year-olds

Placements:

Indoor Setting:

Monday - Friday 9am - 3pm

Blended Placement Indoor/Outdoor Setting:

Monday - Tuesday 9am-3pm Outdoor Nursery

Wednesday - Friday 9am - 3pm Indoor Nursery

OR

Monday - Wednesday 9am - 3pm Indoor Nursery

Thursday - Friday 9am - 3pm Outdoor Nursery



Drop off and Pick Up Points

Indoor Nursery:

Our drop off and pick up point is at the nursery main door.

Outdoor Nursery:

Our drop off and pick up point is at the Gatekeeper's Lodge garden gate located at the Glen gates.

Please follow the link to this SWAY for further information specific to our Outdoor Nursery, located in Pittencrieff Park.



Welcome to Pittencrieff Outdoor Nursery

Pittencrieff Outdoor Nursery is a new outdoor provision which will be based in Pittencrieff Park, otherwise known as the Glen!

[Go to this Sway](#)



Settling In

This may be the first time that your child has spent extended periods of time without you in what, to begin with, is a strange and new situation.

You may not be sure what your child will face and what would be helpful for him/her in preparing for this experience.

If your child seems upset or reluctant to stay, do not worry. Talk to the staff - they are used to this and will help.

Key Worker

Your child is allocated a Key Worker who will get to know you and your child over the coming year. They will meet with you to learn about your child and support them in their learning journey through their nursery experience. The Key Worker will observe and keep note of your child's experiences and progress in their PLJ. Your child's Personal Learning Journey (PLJ) records their experiences and learning during their time at nursery. Please ask if at any time you would like to look at your child's PLJ and if you want to discuss anything please speak to the Key Worker.

You can speak to any member of staff at any time regarding your child or anything in relation to the nursery. Mrs Gibson (NT), Mrs Dow (PT) and Miss Hutchison (HT) are also available.



See-Saw App

We use See-Saw to share key learning experiences and communicate with you. You can download the App to a phone or tablet or access See-Saw through an internet browser on a laptop. A unique code will be sent out to you so that you can sign up and access your child's learning experiences.



Personal Hygiene

At nursery, independence is encouraged, and children go to the toilet by themselves. The nursery staff will work with you to support your child.

How can you help?

- ❖ Do not worry if your child is not fully toilet trained
 - ❖ Provide changes of clothing
- ❖ Take your child to the nursery toilet, but please respect other children's privacy by waiting outside until others have finished.
- ❖ Dress your child in clothing that is easily managed by them
 - ❖ Encourage good hand washing

Tissues are always available for children to wipe their noses and to "catch their sneezes".



How can you help?

- ❖ Help your child to catch their sneezes at home
- ❖ Encourage your child to dispose of tissues safely
- ❖ Draw your child's attention to the boxes of tissues and the bins around the nursery



Absences/Illnesses

Please make sure your child attends regularly. If children have a lot of absences, it can be difficult for them to settle each time they return.

Children should not attend nursery if they have sickness or diarrhoea until 48 hours after their last bout of this.

How can you help?

- ❖ Contact the school office if you know your child is to be absent and, if possible, how long the absence will be.
 - ❖ Keep an unwell child at home
 - ❖ Seek advice about guidelines for illness exclusions
- ❖ Check your child's hair regularly, to reduce the spread of headlice
- ❖ Please tell the nursery of anything which may be passed on to others
 - ❖ Keep all contact and medical information updated
 - ❖ Emergency contacts should be local people



First Aid/Accident

If your child has an accident at school, we will ensure the appropriate first aid treatment is given. We will closely monitor any child who has had a knock to the head, and you will receive a phone call and email home (you may need to pick them up if they are showing signs of concussion). In the event of a serious injury, we will contact you immediately and make you aware of this.

Medication:

Should your child require medication through the school day this can be administered once the appropriate paperwork has been completed. This can be requested by asking a member of the nursery team. Any medication will be securely stored in the medical cabinet/fridge and will be administered by a trained member of staff.

Sun awareness



We are all are aware of the dangers of too much exposure to the sun during outside play time and so encourage the children to wear sunhats and 'cover up' at all times.

How can you help?

- ❖ Ensure your child is covered up
- ❖ Apply sunscreen to any exposed skin before your child arrives at nursery
 - ❖ Give your child a sunhat
- ❖ Talk with your child about how they can keep safe in the sun



Healthy Eating

Snacks are available every day and as a Health Promoting School, we offer a variety of fruit and vegetables as well as several types of bread and cereals. Children are encouraged to help plan menus, cook, and bake. Developing independence is very much encouraged. Children will also have the opportunity to try particular foods as part of a celebration, e.g. Burns' Day or Chinese New Year.

How can you help?

- ❖ Ensure nursery staff are aware of your child's dietary/allergy requirements
 - ❖ Keep staff updated with any changes
- ❖ We ask all parents not to bring treats such as sweets or chocolates into nursery



Contributions

Voluntary Nursery Contributions for each term cover the cost of daily snack and helps fund additional resources for the nursery. We are unable to accept cash or a cheque but you can pay this by bank transfer, more information is available from the school office.



Care and Welfare

Our school and nursery, like other schools and nurseries in Fife is concerned with all aspects of a child's wellbeing. We work together with other agencies to ensure the protection of children. There are guidelines which explain these procedures in relation to Child Protection, and these can be made available to parents on request.

Our school has a Child Protection Co-ordinator, Miss Hutchison, and Depute Co-ordinators, Mrs Anderson, and Mrs Dow, with whom any concerns can be discussed.

If you have any concerns about your child or anything about another child, please speak to us confidentially.

What Do We Do?

In nursery we offer children the opportunity to explore and develop skills through experiencing a wide range of child led nursery activities. Your child might be exploring and playing in the sand and water - developing concepts in maths and language. They might be playing alongside others in the house corner - using role play and enriching their language and communication skills. We plan the activities and resources based on the interests of the children and track each child's progress individually to help them reach their potential.

Outdoor Learning



Outdoor learning is an integral part of the learning experience.

Children will be encouraged to explore their environment throughout the year to develop an understanding of nature and the changing seasons. They will also learn about colours, shapes, and early reading skills, through looking at street signs, shop names etc. They will be encouraged to ride bikes, run, climb, and develop their gross motor skills.

In addition, outdoor experiences provide the opportunity for children to learn to risk take and learn important personal skills such as resilience and leadership.

The children will regularly visit the glen as well as the wider local area.

Do you have a Concern?

If you, as parents and carers, have any queries or concerns about your child in Nursery then please do not hesitate to ask the nursery staff for help. They will be happy to help or will put you in touch with somebody who can.

You can also arrange to meet with Mrs Gibson, Mrs Dow or Miss Hutchison to discuss any concerns that you might have.

Further advice can be obtained from the Care Inspectorate who monitor and inspect early years provision.

Tel: 0800 600 9527

Email: enquiries@careinspectorate.com

Local office, Largo House, Carnegie Campus: 01383 841100

We hope your child will have a happy and rewarding experience at Pittencrieff Nursery.

