

 Rimbleton

 Nursery

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School and Nursery

(Updated June 2021)

# Dear Parents and Carers

*On behalf of all the staff in Rimbleton I welcome you to the nursery. I hope this booklet will help you to settle your child in Nursery and go some way towards answering some of your questions.*

*I’m sure that, for many of you, this will be a new experience and you have our promise that we shall endeavour to do our best to make that experience enjoyable and memorable.*

*Within Rimbleton Nursery, the children are the focus and we strongly believe in working in partnership with our nursery parents/carers so that we can provide the best possible start to your child’s education; laying firm foundations for the future.*

*You may have many questions and this booklet is intended to answer some of them, but please do not hesitate to ask the nursery team any further questions that you may have.*

 *Again, welcome and enjoy!*

*Yours sincerely*

*Mrs Morrison*

*Depute Headteacher*

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#### Our Philosophy in Rimbleton

1. We believe in a quality nursery education with the child at the centre.
2. We believe that each child is unique and that every child brings with him or her different experiences, which need to be developed and built upon.
3. We believe in a nursery that is ‘user friendly’ – welcoming, comfortable, stimulating and secure.
4. We believe children should feel included and their opinions valued.
5. We believe that partnerships with parents/carers, other professionals and the community are vital.
6. We believe in the importance of active, experimental play, a holistic approach to learning, learning through play and effective smooth transitions.

**We believe nursery should be fun!**

**Where is the Nursery?**

Rimbleton nursery is situated within Rimbleton School. We have one large, bright, open nursery with a nursery garden, which is looked after by the children and staff of both the nursery and the school.

Our Nursery also has a provision to cater for 2year old children, reflecting current government initiatives. This is a separate room designed specifically for this age and level of need.

#### The Nursery Team

At present we have Early Years Officers who are supported by Mrs Morrison, Depute Headteacher.

In addition, we have a Nursery Teacher, Early Years Lead Officer and a Nursery Development Officer. We also have students and pupil support assistants working within the nursery throughout the year.

Photographs of staff can be found in the nursery corridor and 2year old room.

Our Nursery Team are available to discuss any concerns, problems or to share information about your child when you require this. If you would like a more formal chat, please make an appointment so the staff member can dedicate time to you and your child.

**The Nursery Experience**

* In nursery and Primary 1 most children will be working within the early level of Curriculum for Excellence.
* The nursery provides a child centred curriculum, which covers all the key areas for development and learning.
* Children experience the curriculum through play at a range of core activities including water, sand, painting, gluing, music, writing, library, home corner, dressing up, small world, construction, rocking horse, woodwork, ICT, jigsaws, baking, gym, planting, growing, outdoor play and learning and discovery.

Staff support children’s developing needs and interests as they arise, in addition to planning specific opportunities for learning throughout the year. Each child has a key worker who is responsible for working in partnership with parents and recording children’s nursery experiences.



#### Times of our Nursery

From August 2020, we will offer 1140 hours, 6 hours per session. The nursery times will be -

Monday to Friday: - 9.00am until 3.00pm

These hours are for all ages within Rimbleton nursery.

Please note:

* The nursery has one entrance at the rear of the school.
* Security reasons mean that this door is locked and parents need to ring a bell to gain entry.
* Please collect your child within the stated time frame; this allows our staff to focus on evaluating your child’s learning experiences and plan next steps.
* **Please refrain from parking in the school grounds**, only parents/carers who have a blue badge can park at the rear car park.

**Collecting your child**

The safety of our children is very important, and we ask that your child be brought to and collected from our nursery by a responsible adult. If, at any time, you are unable to collect your child yourself then please let us know who will take your place.

**Attendance**

* If your child cannot attend nursery, please get in touch on the first day of absence.
* Text 07860004816
* Email rimbletonps.enquiries@fife.gov.uk
* Contact us via the Seesaw app.

**Snack**

Your child will be offered a healthy snack, which they are encouraged to prepare themselves and tidy up afterwards. This might consist of toast, fruit, vegetables, yoghurt and milk or water.

**Lunch**

Lunch is provided for your child by Fife Council.

Lunch menus will be shared with you and can be viewed online. You may prefer for your child to have a packed lunch and this can be accommodated.

**Cost**

We ask all children for £1.50 a week, which can be paid weekly or termly. These funds allow the Nursery team to purchase snack, resources and equipment that contribute to an enjoyable experience for your child.

**Outdoor Learning ![C:\Users\lmorrison-gw\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\5Z2VA3P0\blockpage[1].gif]()![C:\Users\lmorrison-gw\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\0G6J9E2V\blockpage[1].gif]()**

We have two nursery gardens which children can access directly from the nursery. We make use of this outdoor area all year round.

**Forest Kindergarten**

Rimbleton Nursery make use of the woodland area around the school to encourage outdoor learning.

Suitable waterproof clothing and footwear is required for the woodland area. It is recommended that children wear layers of clothing for warmth which can be removed if the weather changes.

**Clothing**

In nursery we are extending children’s experiences through a range of activities. Sometimes this can be a bit messy! Please ensure that your child wears play clothes and not something that requires special care.

We do provide waterproof aprons when appropriate, but a change of clothes can be useful ‘just in case!’

This change of clothing can also be useful for those accidents that can happen. Although your child is toilet trained, they can forget or leave it too late! For your child’s comfort please can you provide your child with indoor shoes. (Velcro fastening is preferred to encourage independence.) Children will leave their outdoor shoes in the cloakroom, so they have the opportunity to go out when they choose to.

**Please note all items of clothing and shoes should be clearly labelled.**



 **Parental Involvement**

* Communication with parents/carers is very important to us. Seesaw is our main form of communication with families.
* We encourage parents to come into our nursery to see what we do and how your child experiences the nursery. Please ask a member of staff about ‘stay and play’ sessions.
* Mrs Morrison is available to meet with parents/carers to discuss any aspect of your child’s experience.
* Through our newsletters and our information board, we try to keep you informed of the activities within nursery and regularly ask for feedback.
* Our children have detailed Personal Learning Journals (PLJs), which we use to build up a full picture of your child and their progression through our nursery. This is done in partnership with yourself and the PLJ is available for you to share at any time.
* Various groups take place within the nursery/school which you are welcome to attend.
* PEEP (Parental Early Education Partnership) groups take place. These groups are very beneficial and are great fun! They promote the importance of - Play, home learning environment, attachment and development of skills which will give your child the best start in primary one.

**Health and Safety**

* First Aid: A first aid box is always available within the nursery and we have trained staff members within the school.
* Accidents/Incidents: - in the event of an accident or incident at nursery you will be asked to sign an accident or incident form. These are regularly monitored.
* Care Plans**:** All parents/carers will be asked to complete a care plan for their child, and these will be updated and signed every 6 months.
* In case of an emergency we ask that you provide us with two emergency contact phone numbers, and please can you inform us should these numbers change throughout the year.
* Fire Drills: We have regular fire drills throughout each term. To aid us in this process we need to know who is in our school/nursery at all times. Please ensure you sign your child in and out of nursery.



**Head Lice**

This unfortunately is an on-going occurrence within any establishment for children. We would appreciate your support and help.

* Please inform the nursery if your child has head lice.
* ­­It is recommended that you inspect your child’s hair regularly and wet combing is the most effective way to keep them at bay.
* Encourage all family members to check their hair.

**Sun Awareness**

Children love to play outside in the sun, but sunburn and UV rays (even when dull) increase the risk of developing skin cancer later in life. The nursery is concerned about protecting your child from sunburn and skin damage. Please help us by ensuring your child wears appropriate clothing such as longer sleeved t-shirts and longer shorts. Please provide a suitable hat and apply sunscreen to any exposed skin. With your consent we will also help your child apply sunscreen when necessary (preferably own sunscreen if supplied, otherwise nursery sunscreen.) If your child has allergies to sunscreen, please speak to a member of staff.

**Illnesses**

There are always coughs and colds going around the nursery. We encourage children to follow good hand hygiene however, bugs spread. Should you feel your child has something contagious then please do not send them into nursery and let us know. There is a leaflet available that will advise you of times that children need to remain away from nursery following certain common illnesses. 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.

**Care and Welfare**

Care and Welfare is ensuring that all our children are safe, healthy, achieving, nurtured, active, respected, responsible and included in nursery, at home and the community. Staff work together with parents/carers and other agencies to ensure the safety and protection of all children in all situations. Any concerns regarding care and welfare should be referred to a member of staff.

**Child Protection**

We have a duty of care to the children we see, and we have to make sure they are safe. The welfare of children is paramount to staff at Rimbleton.

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

**Emergency Procedures for Unexpected Closures**

* When there is a severe spell of bad weather, Fife Council will use local radio stations or websites to update parents.
* Kingdom, Forth or Tay FM will communicate regular updates.
* [www.fifedirect.org.uk/closures](http://www.fifedirect.org.uk/closures) will also provide up to date news.
* In the event of unexpected school closures during the school day every effort will be made to inform parents or emergency contacts.

**Facebook**

Rimbleton Primary School and Nursery have a Facebook page, on this page you will find regular posts and updates regarding our nursery. Please type:

**Rimbleton Primary School and Nursery** into Facebook search bar for our Nursery news.