

Inverclyde Council Education Services
"Building Inverclyde through Excellence, Ambition
and Regeneration"

Newark

Nursery

School

Handbook

2024 / 25

Newark Nursery School

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Hello and Welcome

On behalf of all of the staff, I would like to welcome you to Newark Nursery School. I hope you enjoy reading our Handbook and if you have any questions about our Nursery, please do not hesitate to ask any staff member. I am very pleased to inform you that our Nursery is 'Breast Feeding Friendly'. Almost all staff have been involved in Breast Feeding Training and if you are breast feeding your baby and require more privacy, please let someone know. Our School Improvement Plan and Standards and Quality Reports are available for you to read in our corridor or on our web page. These documents tell you about our priorities and the impact of new strategies we have implemented in our Nursery. We are a 'Trauma Informed Staff' and completed training and have three pillars of practice - we ensure nurturing relationships are at the core of our interactions with everyone and offer an environment which is a secure base for our children and we support them to regulate their emotions and behaviour.

Best wishes
Hazel

Our Staff

Hazel Mitchell, Head Teacher.

Kim Logan, Acting Senior Early Years Educator and Child Care Officer.

Lucy Metcalf, Secretary.

Lianne Reid, Janitor.

Lucy Docherty, Early Years Educator and Child Care Officer.

Allana Morrison, Early Years Educator and Child Care Officer.

Karyn Lepick , Early Years Education and Child Care Officer (Temporary)

Anne Marie Hughes, Early Years Educator and Child Care Officer.

Gillian Rodgers, Early Years Educator and Child Care Officer.

Joanne McEwan, Early Years Educator and Child Care Officer.

Pamela Watt, Early Years Educator and Child Care Officer.

Heather Mc Gill, Early Years Educator and Child Care Officer.

Yvonne McCrone, Early Years Educator and Child Care Officer.

Jacqueline McShefferty, Early Years Educator and Child Care Officer (Temporary)

Cherl Cameron, Early Years Educator and Child Care Officer.

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Kim Logan, Early Years Educator and Child Care Officer, Acting Senior Early Years Educator and Child Care Officer

Carolann McPhee, Support Assistant.

Claire Doorish, Support Assistant.

Chantelle Smith, Support Assistant

About Our School

Throughout all our work, we aim for children to be safe, healthy, achieving, active, respected & responsible, included and nurtured. Above all, we value our children.

Newark Nursery School is non-denominational. We respect and welcome children and parents of all religions, faiths and beliefs.

Children between the ages of three and five attend and we have places for 80 children.

Inverclyde Council have a 'no smoking' policy for the whole of the School grounds.

Inverclyde Education Service is committed to ensuring that no children or members of staff or service users receive less favourable treatment on any ground including gender, race, disability, age, sexual orientation, religion or belief. We have a moral, social and legal obligation to mainstream and put equality at the heart of everything we do. We aim to promote a culture in which equality of opportunity exists for all. We are opposed to all forms of discrimination practices. We will ensure that, in our schools and other educational establishments, equality permeates the curriculum and underpins all our policies and practices in terms of access to education. We must ensure that all our children achieve their potential to develop physically, emotionally and academically. Finally, we believe that equality and inclusion should be a given right, where everyone is valued and treated with respect.

EQUAL OPPORTUNITIES AND SOCIAL JUSTICE

The main aims and values of Inverclyde Council, and therefore Newark Nursery School are to

- Offer education of the highest quality to all young people within a developing culture of inclusion.
- Endorse the principles of inclusion, entitlement and equality of opportunity in the development of best practice.
- Value the diversity of interests, qualities and abilities of every learner.
 - Believe that every child and young person is entitled to educational opportunities which enable the achievement of success and further development of the individual's learning potential within the least restrictive environment.
- Affirm the right of all young people to have access to the highest quality of educational provision which is appropriate to learning needs, is supportive of the young person and is delivered in partnership with young people, parents and the wider community.
- In meeting the needs of all of our pupils we will demonstrate no discrimination on the basis of race, gender, disability, sexual orientation, religion or belief. This encompasses curricular, extra curricular and playroom activities and is foremost in the attitudes which we develop in our pupils.
 - We are a GOLD RIGHTS RESPECTING NURSERY

'Inverclyde Education Service is committed to ensuring that no children or members of staff or service users receive less favourable treatment on any ground including gender, race, disability, age, sexual orientation, religion or belief. We have a moral, social and legal obligation to mainstream and put equality at the heart of everything we do. We aim to promote a culture in which equality of opportunity exists for all. We are opposed to all forms of discrimination, direct or indirect, and aim to eliminate all discriminatory practices. We will ensure that, in our schools and other educational establishments, equality permeates the curriculum and underpins all our policies and practices in terms of access to education. We must ensure that all our children achieve their full potential to develop physically, emotionally and academically. Finally, we believe that equality and inclusion should be a given right, where everyone is valued and treated with respect.'

Newark Nursery School - our vision and values.

“To encourage the development of the personality, talents and mental and physical abilities of the young person to their fullest potential”
(Standards in Scotland’s School etc Act 2000)

“All children and young people should become successful learners, confident individuals, responsible citizens and effective contributors.”
(A Curriculum for Excellence)

“All children and young people have the right to be safe, healthy, achieving, nurtured, active, respected, responsible and included”
(Getting It Right for Every Child – Well Being Indicators)

“Research has shown that children’s life chances, particularly those from disadvantaged backgrounds can benefit socially, emotionally and cognitively by accessing world class early years education. The golden thread that links provision, opportunity and potential is quality.”
(Realising the Ambition: Being Me)

In delivering the above throughout all the experiences children will have in Newark Nursery School, it is our values that underpin who we are and how we are with each other in our everyday lives – they are so essential. Following consultation with staff, children and parents, here is a common list of values that we will endeavour to adhere to .

We are going to endeavour to

- make sure the children have fun when they are learning and be enthusiastic
 - always be understanding
 - respect everyone we deal with
- create a safe and happy environment
 - be professional at all times
 - be a supportive team member
 - respect confidentiality at all times.

We comply and actively engage with statutory requirements and codes of practice [QI 1.2 Fulfilment of statutory duties]

Nursery Hours / Holidays

The Nursery is open during school terms from 8.35 – 4.15, but operate a staggered coming in/going home. Children have 30 hours per week / 6 hours each day.

We have full time places and wrap round places available too. We can be flexible with the hours you want your child to attend

Newark Nursery School has the same holidays / In-service days as other Inverclyde Schools and a copy of these days are available from the office or www.inverclyde.gov.uk. However, we have put a list of dates at the end of the Handbook for you as well.

Telephone; 715602.

E-mail; Hazel.Mitchell@newark-nursery.inverclyde.sch.uk

Visit our website ; <https://blogs.glowscotland.org.uk/in/newarknur/>
(you can also read on the web our School Improvement Plan and Standards & Quality reports which set out our priorities for last year and how well we did meeting those priorities).

Applying for a Nursery Place

Parents are welcome to call at the Nursery in January, after their child's second birthday to put their name on the Register of Applicants. At this time, an application form will be filled in and parents are welcome to look around the Nursery to see the children playing. Please bring a copy of your child's birth certificate and proof of address. Applications forms must be in by 17.1.25. We can only take late application forms outwith these dates if your child is entitled to a place. Children will start Nursery the term after their 3rd birthday.

Allocation of Places

Inverclyde has an Admissions Policy and decisions are made centrally about where children will have their placement.

Healthy Eating

We are very interested in fostering good eating habits in the children.

Their daily snack will consist of fruit. We also provide milk and water. If your child has an allergy, it is essential you bring it to the attention of staff immediately and we will ensure they have a care plan in place.

Lunches

All our children are provided with Lunch. We go through to the school canteen where the children are offered a choice of a hot or cold meal. Our

lunches are lovely and follow the nutritional guidelines set out by Scottish Government. Children make their choice with the help of their parent when they arrive in the morning.

The First Days

It may take a few days for your child to settle at Nursery and so to begin with they will attend for an hour on the first day, gradually building up to a full session.

It is expected that a responsible adult will bring and collect your child from the Nursery. In the interests of your child's safety please let staff know if someone new is collecting your child. It must be someone over the age of 16 years old.

As with all transitions, it's an important time for your child. Using the 'ALL ABOUT ME' booklet that you complete with your child, we will work together to create a personal learning plan (PLP) for your child in Nursery. We will do this within 28 days of him / her starting Nursery and share goals that we will work towards together.

ADMISSION TO NURSERY

For children born in March to July, their entitlement commences in August all other children commence the term following their 3rd Birthday. Children receive 1140 hrs of childcare. The following table is the intakes for nursery for the year 2025/ 2026

Admission to Nursery	
Children who are 3 yrs of age between	Admission date (during the month of)
1 March - 31 August	August
1st September - 31 December	Term after 3 rd birthday (January)
1 January - 28 February	Term after 3 rd birthday (April)

Emergency Contacts

Parents are asked where possible to provide the staff with the names, addresses and telephone numbers of 2 contact persons for use in case of emergency.

It is important for you to keep the Nursery up to date with any changes in this information, especially mobile phone numbers.

You must also contact the Nursery by 9.30 if your child is going to be absent on any day. If I do not hear from you, I will telephone you or the emergency contact number on the enrolment form. We really do appreciate a quick call to let us know if your child will be absent. We have a very robust Attendance Policy in place and consider non attendance a safeguarding issue until we know the reason for absence.

EQUAL OPPORTUNITIES AND SOCIAL JUSTICE

Inverclyde Council Education Service Aim to:

- Offer education of the highest quality to all young people within a developing culture of inclusion.
- Endorse the principles of inclusion, entitlement and equality of opportunity in the development of best practice.
- Value the diversity of interests, qualities and abilities of every learner.
 - Believe that every child and young person is entitled to educational opportunities which enable the achievement of success and further development of the individual's learning potential within the least restrictive environment.
- Affirm the right of all young people to have access to the highest quality of educational provision which is appropriate to learning needs, is supportive of the young person and is delivered in partnership with young people, parents and the wider community.
- In meeting the needs of all of our pupils we will demonstrate no discrimination on the basis of race, gender, disability, sexual orientation, religion or belief. This encompasses curricular, extra curricular and playroom activities and is foremost in the attitudes which we develop in our pupils.

Children with Additional Support Needs

Every member of staff has a responsibility to support the learning of all pupils in their care. The type of support offered will vary according to the needs of our children. This includes consideration given to children who have a disability, children with social, emotional and behavioural difficulties, children with learning difficulties of a specific or general nature, children who are exceptionally able, those who demonstrate underachievement relating to gender issues, children whose learning has been interrupted through absence or illness, bilingual children who have English as an additional language, travelling children and those children whose family circumstances impact on attendance and learning. Partner Agencies may be asked to offer support where necessary.

The Head Teacher is always available to discuss any concerns with parents. If you are worried about any area of your child's development please bring it to the attention of the Head Teacher or any other member of staff.

Education (Additional Support for Learning) (Scotland) Act 2009.

A child or young person's needs are identified at the earliest possible stage and can be met in a number of ways, for example by adaptations to the curriculum for learning environment, as well as input from the Support for Learning Teacher and on occasion support from visiting specialists. The appropriateness of the support is determined through a process of assessment, planning and monitoring, working jointly with parents and carers and is regularly reviewed. Learning outcomes for children and young people with additional support needs are set out in a plan and all educational establishments hold regular review meetings with parents and carers to determine the needs and the most appropriate supports. Everyone's views are equally important in order to consider what is currently working and how to determine next steps. Children and young person's needs are identified in a number of ways, and the process of assessment is an ongoing, shared process with partnerships with parents and carers at the forefront. On some

occasions health service staff or other partner agencies make children known to Education Services. Other additional support needs may be notified to Education Services by parents themselves or identified by one of a range of staff working closely with the child.

Some children and young people will have additional support needs arising from complex or multiple factors which require a high degree of co-ordination of support from both education and other agencies in order that their needs can be met. In these cases, the school will hold a meeting to decide whether the child or young person meets the criteria for a co-ordinated support plan. The co-ordinated support plan is a statutory document which ensures regular monitoring and review for those children and young people who have one.

You have the right to ask the Education Authority to establish whether your child needs a coordinated support plan. Your child can make this request themselves, if they are aged 16 or over. You and your child, if they want to, will attend a meeting with staff at their school. Other professionals from different agencies who may be involved in providing support for your child will also attend. If your child does not want to attend meetings, or feels unable to, their views must still be sought and considered.

Inverclyde's mediation service can be accessed by contacting Tony McEwan, Head of Inclusive Education, Culture and Corporate Policy at

:

Education Services
Wallace Place
Greenock.
PA15 1JB

Telephone: 01475 712850

Further advice about Additional Support Needs can be found at:

www.enquire.org.uk

www.siaa.org.uk

www.scic.org.uk

Health & Safety

Parents are asked:

1. To come at your child's allocated time to drop off / pick up times - we have a staggered coming in and going home as our corridor is so small and this avoids congestion
2. Take your child's hand and go to his / her keyworker where they will be marked in our register, choose lunch and put their name badge on. At the end of the day on collecting your child, please leave the playroom taking your child's hand to keep safe.

Insurance

The Council is concerned at the level of claims being received regarding the loss of children's 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 the Nursery. 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.

Parents should note that the activities the children may become involved in may be restricted because Health and Safety requirements state that jewellery of any kind must not be worn.

Information in Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption.

Establishments may be affected by, for example severe weather, temporary interruption of transport, power failures or difficulties with fuel supply.

In such cases, we shall do all we can to let you know about the details of closure or re-opening. We shall keep you in touch by using texts, emails, letters, notices in local shops and community centres, announcements in local churches and announcements in the press and local radio.

Medication

If your child is in need of medication during his / her time at Nursery, you should discuss the details with the Head Teacher. Prescribed drugs will be given at the discretion of the Head Teacher and you will need to fill in a form which authorises Nursery staff to administer the drugs to your child. We will also ask you to sign a proforma with information that informs us you have given your child the first dose of any medication. All medication must come in the original box with your child's name and details. Any child with an inhaler for asthma must have a spacer too.

Illness at Nursery

The safety of your child is of paramount importance to us and although every care is taken, accidents do occur. If a child becomes ill or has a bump to the head we would immediately contact you and if unable to reach you we would use the emergency numbers on the enrolment form.

If your child has an infectious disease he / she should not attend the Nursery.

Nursery Curriculum

The early year's curriculum is based on offering children learning experiences through which they not only acquire knowledge and skills but also 'learn how to learn'.

In Newark, the curriculum is managed through a daily programme of planned activities designed to encourage language & communication, motor skills, imaginative and creative play, independence and social interaction. During the day children will play in small groups, large groups, alone or under the supervision of an adult.

All staff promote the positive behaviour of all our children through the constant use of praise and rewards with stickers.

A Curriculum for Excellence for children aged 3 – 18 years is the curriculum that the children follow. The children will experience activities designed for the 'early level' in all curricular areas – there are 8 areas altogether. Throughout all of their 'work' in the Nursery, the children will become Successful learners, Confident individuals, Responsible Citizens and Effective Contributors. Indeed, we are preparing our very young children for the future – possibly for jobs that don't even exist yet! We will always have particular focus on Health and Wellbeing, Literacy and Numeracy.

The Curricular Areas are:

*Expressive Arts

(Learning about art, dance, drama and music)

*Health and Wellbeing

(Learning about having a healthy lifestyle and having positive relationships. Our children will experience outdoor learning everyday regardless of the weather – it's important that they are dressed for the weather. But, we will give you more information about this.)

*Literacy and English

(Learning about listening & talking, reading and writing)

*Numeracy and Mathematics

(Learning about number, shape, money, measure, etc)

*Religious and Moral Education

(Learning about some celebrations etc)

*Sciences

(Learning about the planet, forces, electricity etc)

*Social Studies

(Learning about people and places)

*Technologies

(Learning about construction, computers and information technology)

Being a Successful Learner is about learning new things, exploring ideas and using initiative. We encourage the children to have a 'can do' attitude and we will always be talking to them about learning – what are we learning today?

As you know, the messiest fun is the best fun and I would ask that children do not wear their 'best' clothes to Nursery. We do have aprons for everything, but, sometimes paint does find its way onto their clothes!

Through the above curriculum the Nursery staff will seek to:

- develop self-esteem in every child
- empower each child with attitude, skills and concepts which promote effective learning
- encourage positive relationships

In working towards the 'Early' level of A Curriculum for Excellence. We will be working closely with our primary colleagues to ensure a smooth and seamless transition to primary 1. Primary 1 is not a fresh start, it's for taking learning forward.

The key to effective transition is effective communication between early year's establishments, schools and parents. The transition process will begin early in the pre-school year as we now have an established gym programme in place with our feeder schools.

FIRST MINISTER'S READING CHALLENGE

The [First Minister's Reading Challenge](#) and [Reading Schools](#) programmes provides a range of options and support on how to build a love of reading and/or develop a reading culture in your setting. These programmes are brought to you by [Scottish Book Trust](#). Both programmes are flexible to your setting and open to every stage of your reading journey. They have been proven to improve attainment in children and provide professional development opportunities. Whatever stage you are on your reading journey these programmes can support you to get to the next level.

BOOKBUG

[Bookbug](#) is Scotland's universal early year's book gifting programme and aims to inspire a love of stories, songs and rhymes from birth.

Bookbug gives every child in Scotland four free bags of books as babies, toddlers, three and five year olds. The bags contain books and other resources for sharing songs and rhymes that are suited to their age. Gaelic Bookbug Bags are also available.

The Bookbug Explorer Bag is gifted to all 3 year olds at their childcare setting. It includes three lovely books, an activity book, pencils, and postcards to encourage mark making.

Every year, The Bookbug Picture Book Prize celebrates the best new Scottish picture books, and the winner of the prize is chosen by children across Scotland. All Primary 1 pupils receive the three shortlisted books in the Bookbug P1 Family Bag, given out in November during Book Week Scotland, and can vote for their favourite in school or at home with their families.

Check out the [website](#) for booklists, book sharing videos, activity ideas and much more.

Group Time

Each member of staff is responsible for a group of children with whom they work at group time. This gives staff the opportunity to observe children every day during planned activities and to assess their progress. Through these observations staff can plan the next stage of individual children's learning. What children can do with the help of an adult today, we want them to do on their own tomorrow!

Children are regularly involved in physical activities and also singing and learning rhymes. Activities are planned so that children are building on their prior knowledge and experiencing a wide range of activities.

Staff will be able to give you regular updates on your child's progress. You are more than welcome at any time to come and spend time with

your child in the playroom or discuss any concerns that you have. Within 20 days of your child starting Nursery, he / she will have their own Personal Learning Plan which is shared with everyone. We have more formal parent's evenings for you to attend in November and June. We also record your child's learning on our E Journals which we will share with you and you can also share their achievements at home.

Visitors

We have a variety of people who visit the Nursery during the year who are part of our wider community and from time to time, the children will take part in short outings.

The photographer usually visits the Nursery in May and takes individual and family group photos. We also have visits from a variety of specialists depending on the needs of the children eg speech therapist, psychologist, health visitors etc. Throughout the year we help train a variety of students from West College Scotland, Strathclyde University, Glasgow University and University of the West of Scotland. Pupils from our local Secondary Schools also come for their work experience.

The children take part in a toothbrushing programme and will have a visit from an Oral Health Educator.

Representatives from the Police visit the Nursery to help promote positive attitudes and reinforce 'stranger danger'.

Throughout the year, we also have visits from authors, entertainers, Morton and puppeteers - much to the enjoyment of the children!

CLOTHING

Children have the best fun when they are having the messiest fun!
Please wear clothes on your child that are suitable. Also, as the children have lots of physical play, they should not wear jewellery.
Please note the following information given by Inverclyde Council ...

There are forms of dress which are unacceptable in School, such as items of clothing which;

*potentially encourage faction (such as football colours)

- *could cause offence (such as anti-religious symbolism / political slogans)
- *could cause health and safety difficulties, such as loose fitting clothing, dangling earrings, or clothing made from flammable materials.
- *could cause damage to flooring.
- *carry advertising, particularly for alcohol or tobacco.
- *could be used to inflict damage on another pupil or be used by others to do so.

The Council is concerned at the level of claims being received regarding the loss of children's 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 the Nursery. 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.

Parents should note that the activities the children may become involved in may be restricted because Health and Safety requirements state that jewellery of any kind must not be worn where children are undertaking physical activities. This includes jewellery worn as a result of body piercing.

Partnership with Parents

PARENTZONE SCOTLAND

Parent zone Scotland is a one-stop shop website for information and advice on education and learning in Scotland.

"When children have a positive approach towards learning, they are more motivated to succeed and confident in their abilities" Parent zone.

Here is their website that you may find useful;

www.parentzone.gov.uk

Our aims at Newark are:

- to foster a common understanding between staff and parents about the aims of the Nursery
- to advise parents on how to help with their children's learning and development
 - to keep parents in touch with their children's progress
- to encourage parents to take part, if possible, in Nursery life
 - to keep parents informed about Nursery matters

You are welcome any time to be with your child in the Playroom but we do have specific times when you – or another member of the family – can come and join in with Christmas and Easter craft activities.

READ, WRITE, COUNT

The Read, Write, Count Programme aims to support parental engagement in literacy and numeracy. Gift bags are distributed annually to all P2 and P3 pupils in Scotland by Scottish Book Trust. The gift bags contain essential literacy and numeracy materials to support children's learning, as well as advice and support to parents.

Studies show a direct link between a strong family learning environment and progress in reading, writing and counting. In addition to the parent guide included in the gift bags, the Parent Club [website](#) offers a range of hints, tips and advice to help parents engage in their child's learning

Parent Visits

Parents are always welcome to spend time in the Nursery. During the year, we will have activities for you to come and join in with.

Fund Raising

We do not fundraise at Newark Nursery School. A voluntary contribution of £1 payable on a Monday, helps to cover the cost of parties, outings, baking ingredients and visitors etc.

Accounts are sent annually to Inverclyde Council Finance Department.

Transfer to School

Children are normally transferred to primary school between the ages of four and a half and five and a half years, although this may be negotiated in exceptional circumstances. We have established very good links with our associated primaries and as a result the transition between Nursery and school is bridged.

Information on registration and enrolment procedures for schools will be given in the local press during January as well as the Nursery.

The parents of pre-school children will receive a 'Transfer of Information' Report in June, having discussed the contents with your child's keyworker.

There is a parents evening in May to discuss the 'Transfer' process and to discuss the reports. Children are able to have a deferred year to School (from 19th August onwards) and you can find more information about this at Inverclyde.gov.uk

Complaints Procedure

Please inform us if you are unhappy with any aspect of the Nursery. The sooner we know of your dissatisfaction the sooner we can sort out your complaint!

In the first instance, please take your complaint to the Head Teacher.

There is now an electronic process for logging and dealing with complaints if you are not satisfied with an outcome after speaking to the Head Teacher. This will be escalated by staff at Inverclyde Council.

Regulation of Early Education and Childcare Care Inspectorate

The Care Inspectorate is responsible for the registration and inspection of Newark Nursery School. If you have any complaints, suggestions, comments or criticisms then you are able to contact the Care Inspectorate independently and any complaint will be replied to and investigated within 20 days.

The Care Inspectorate inspects the Nursery regularly and our link inspector is Angela McCusker

The nearest office is:

Care Inspectorate

Headquarters

Compass House

11 Riverside Drive

Dundee

DD1 4NY

Tel: 01382 207100

Complain about a care service

If you want to complain about us or a care service that we regulate, you can:

- *fill in our [complaints form online](#)*
- *contact us on [0345 600 9527](tel:03456009527)*
- *write to any of our [offices](#)*
- *fax us on [01382 207289](tel:01382207289).*

Whichever method you use to contact us, your complaint will be dealt with following our [Complaints Procedure](#)

Promoting Positive Behaviour at Newark

At Newark Nursery, we want to ensure a happy and relaxed environment where every child is treated fairly and with respect and we want to ensure that every child has the right opportunities to achieve his/ her potential. We will always encourage children to behave in a positive way and share this with you by telling you about your child at the beginning or end of session.

To do this, all staff will use praise and stickers to reinforce good behaviour and explain to children sometimes when a particular behaviour is unacceptable. Being a responsible citizen starts at an early age!

If any concerns arise about behaviour staff and parents will work together to discuss and use strategies that will hopefully be effective. Staff often use visual 'emotion' cards to help children talk through their feelings and to understand the feeling of others.

Child Protection in Inverclyde

Inverclyde Council Education Services has Child Protection Guidelines and Procedures which all schools and establishments are required to follow. Education Services work very closely with other agencies namely Strathclyde Police, Social Work Services, NHS Greater Glasgow and Clyde and the Children's Reporter to support children. Common responsibilities of all staff are to protect children from abuse and exploitation, to respond appropriately when abuse is identified, and to ensure whenever possible that all children are able to exercise their right to be raised in a warm, stimulating and safe environment with the support of staff, their families and carers.

Indeed, if you ever have any concerns about the care and welfare of a child, you can telephone Social Work Services to report your concerns.

The telephone number is 715365.

Newark Nursery is a GOLD AWARD WINNING RIGHTS RESPECTING NURSERY. We endeavour to ensure all of our children's rights are met.

Inverclyde School Calendar can be accessed at the link below

School Term Dates, In-Service Days & Local Holidays...

<https://www.inverclyde.gov.uk> › assets › attach

Useful Addresses

Ruth Binks

Director of Education

Inverclyde Council

Municipal Buildings

Greenock

PA15 1HT

Tel; 717171

Michael Roach

Head of Education

Education Services Department

Wallace Place

Greenock

PA15 1JB

Tel; 717171

Councillor David Wilson

Can all be contacted at?

Inverclyde Council

Municipal Buildings

Clyde Square

Greenock.

Tel; 717171

General Data Protection Regulations and Data Protection Act 2018

Information on children, parents and guardian is stored on a computer system and may be used for teaching, registration, assessment and other administrative duties. In processing personal information, Inverclyde Council must comply with the General Data Protection Regulation and Data Protection Act 2018.

For further information please refer to <https://www.inverclyde.gov.uk/site-basics/privacy> or click on the following [Privacy page link](#)

At Newark Nursery School, our key achievement for this year include ...

- A very positive Peer Review in February 2023 led by our Head of Education, Michael Roach.
 - An Excellent Care Inspection Report Dated October 2024
- All of our pre school children had 3 trips out and about in our local community and a packed lunch was provided by our Cook in the canteen. We also established links again with Newark Care Home with some children visiting to sing songs and play instruments.
- Measuring improvements in attainment particularly in health and well-being, literacy and numeracy and capturing the data with our 'tests for change.' Being reflective practitioners and talking about learning, teaching and our assessment of children's learning – Moderation and Engagement and having a close look at our children's profiles. We have our monitoring calendar that we adhere to throughout the year.
 - Closing the gap between the most and least disadvantaged children by tracking children's progress and knowing who our children are in SIMD 1 & 2 whilst ensuring a consistent attendance at Nursery and adhering rigorously to the Local Authority's Attendance Policy which is shared with our parents when children enrol.
- Improving children's health and wellbeing by increasing opportunities and choice for outdoor play which allows them to develop a sense of feeling good and being energised as well as building their resilience. Our own staff to lead Dinky Digger sessions with parents.
- We produced a video for our parents and children to see HANDA'S SURPRISE being read to a small group of children. This can be viewed at <https://youtu.be/gM7nkv4EKoM> and we have used this channel as a means for sharing other stories and songs with parents. Our twitter account is a private one and can only be accessed by adults who are known to and accepted by our Senior member of staff.
- We have ensured we provide equity of resources for every child and that there is a balance between our 'low tech' and 'high tech' digital experience of home learning packs.
 - We listen to our children using the Nurture Me Toolkit and our HWB: Being Me Booklets ensuring their voices are heard, as well as floor books and drawing books.
- We continue to use our Nurture Me Toolkit to listen to children's own views of their health and well being which we can share with others.
 - We regularly 'check in' with parents to seek their views. "I'm happy for things to continue as they are. Staff seem very good at identifying what's best for the children and environment."
- 21 of our children had their poem published in a book. We are the only Nursery in Scotland who took part.
 - We had an exciting FUN WEEK in June 2024 for children to engage in lots of experiences and shared the learning on our journals and twitter. Our YELLOW DAY concert was very well attended and we raised some money for Ardgowan Hospice and Cystic Fibrosis. This was our only fundraising event as we continue to be very aware of the cost of the school day – you raised £236.56, Wow.
- The engagement of our parents sharing their child's learning / wider achievements particularly on our twitter account.

PLAY TODAY?

You say you love your children,
And are concerned they learn today?
So am I – that's why I'm providing
A variety of kinds of play.

You're asking me the value
Of blocks and other such play?
Your children are solving problems.
They will use that skill every day.

You're asking what's the value
Of having your children play?
Your daughter is creating a tower;
She may be a builder someday.

You're saying you don't want your son
To play in that 'sissy' way?
He's learning to cuddle a doll;
He may be a father someday.

You're questioning the interest centres;
They just look like useless play?
Your children are making choices;
They'll be on their own someday.

You're worried your children aren't learning;
And later they'll have to pay?
They're learning a pattern for learning;
For they'll be learners always!

Although this information is correct at time of presenting, there could be changes affecting any of the matters dealt with in the document –

- (a) Before the commencement or during the course of the school year in question.
- (b) In relation to subsequent years.

