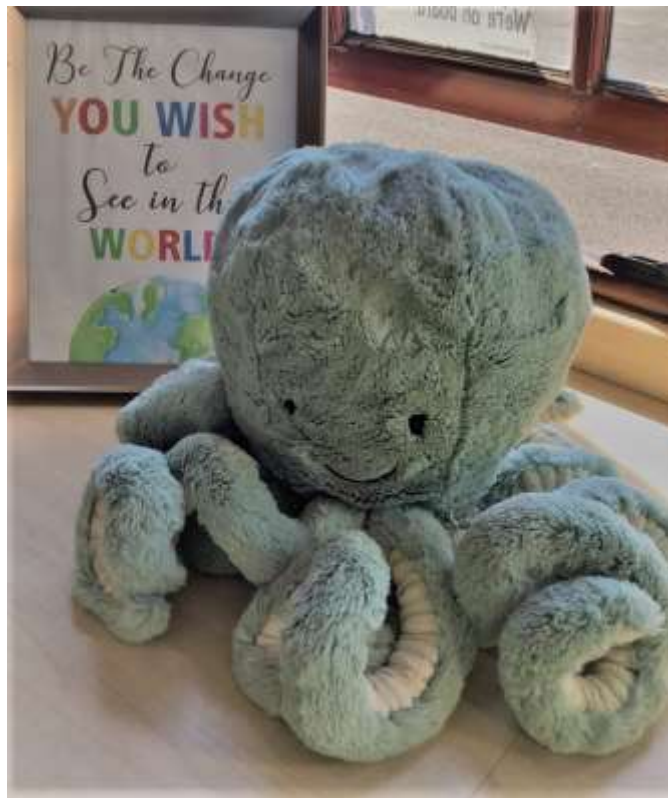


# Welcome to our Abbey Family



Dignity & Respect  
Compassion Be included  
Responsive Care & Support  
Wellbeing

A decorative border of colorful hot air balloons surrounds the text. The balloons are in shades of purple, blue, green, and yellow, and are arranged in a grid-like pattern around the page.

## Our Ethos

We believe that from the beginning of your child's journey here at Abbey, they will be surrounded by nurturing, caring, professionals who will always have your child's learning, development and wellbeing at heart.

Our playroom is full of natural materials and soft warm colours which provide an uncluttered beautiful setting full of curios designed to spark your child's imagination and encourage a sense of awe and wonder. Nature will always be a huge part of your child's development and understanding of the world throughout their lifetime. Our Nursery setting is filled with plants, fresh flowers and herbs enfusing the sights and smells and beautiful aromas that nature has to bring. Music plays an integral part in all our lives and the importance of its calming influence and ability inspire is a fundamental part of our early years setting, from calming music played as the children arrive to happy, fun nursery rhymes and songs that they will remember fondly for years to come.

Our world is full of fantastic learning potential and it is with this in mind that we endeavour to introduce your child to an environment where they will be encouraged to create, initiate and imagine through play each and every day. Children can choose to make bread or playdough to share with their friends for snack or to take home. We celebrate seasonal festivals making meaningful connections with nature.

Caring adults provide carefully balanced activities to encourage imaginative thinking and your child will have time to create and develop at their own pace.

When you come to Abbey Early Years you will hopefully experience an ethos of trust, where childhood is viewed as a free, innocent, natural period of life, where children are encouraged to roam and explore.

The UNCRC underpins applies to everyone whatever their race, religion, abilities, whatever they think or say no matter what family they come from

Teach these Souls to Fly



## Who will be looking after my child?

Head Teacher	Mrs Fiona Robbins
Depute Head Teacher	Miss Alina Haines
Early Years Manager	Mrs Pamela Manning
Senior Early Year's Practitioner	Miss Leiza Kane
Excellence & Equity Lead	Mrs Tanya England
Early Year's Practitioner	Mrs Lesley Bruce
Early Year's Practitioner	Mrs Kim McQuade
Early Year's Practitioner	Miss Jean Beggs
Early Year's Practitioner	Miss Alison McLean
Early Year's Practitioner	Mrs Joanne Cook
Early Year's Practitioner	Mrs Anne McMillan
Early Year's Practitioner	Mrs Michelle Aitken
Early Year's Practitioner	Miss Emma Grant
Early Year's Practitioner	Miss Lisa McNought
Early Year's Practitioner	Mrs Kelly Cunningham

## Where is the Nursery?

Abbey Early Years Class, Abbey Primary School  
Claremont Crescent, Kilwinning,  
North Ayrshire, KA13 7HD  
Telephone Number 01294 552251

[Abbeyearlyyears\\_ns@northayrshire.gov.uk](mailto:Abbeyearlyyears_ns@northayrshire.gov.uk)



*"I have confidence in the organisation providing my care and support"  
(Care Standards 2019)*

## When will my child start?



Every child in North Ayrshire is entitled to 1140 hours provision per year and they are entitled to start in August, Jan or April whichever is the term after their 3<sup>rd</sup> Birthday.

Starting dates and times can vary according to each child's attendance pattern. We want your child to form a really secure attachment with their keyworker.

Please remember all children are different, some children settle quickly while others take longer.

Please scan the QR code to read further 'Guide for parents – connecting early level and childcare' published by North Ayrshire Council.



What are the different attendance patterns?

Please refer to the North Ayrshire Guidance 'Model 1' for our session times etc.



U.N.C.R.C. – Article 3 Adult's must do what's best for me

## Who will be looking after my child?

Your child will be assigned to a specific group, under the care of a Keyworker. They will be responsible for your child's special book which will document their unique learning path through the early level curriculum. Pupils will have ownership of this book and they will be stored in the playroom at children's height.

The team will have professional development on a weekly basis and this will include a Professional Reading Group and a Distributed Leadership Role to upskill everyone and ensure a high quality approach.

There will be weekly updates through Seesaw/Twitter for each group and monthly celebration of learning for parents to attend. There will be a variety of students and they will never be given sole responsibility for your child.

We will also have Professional visitors such as Jenny Fraser – Early Years Specialist, Amy McKinnon – Teacher of the Deaf, SPIN Team (Speech & Language) and Health Visitors to discuss the wellbeing and development of your child.



*"I have confidence in the people who support and care for me"*  
(Care Standards 2019)

## What will my child need to bring to nursery?

Your child will need a pair of indoor shoes to change into when they arrive in Nursery and we will provide a pair of Wellington boots and an outdoor suit to be used in our outside area every day.



## What will my child need to wear?

Your child will spend their time in nursery playing, learning and exploring our outdoor areas as they will be outside every day. The children will get messy so please ensure that your child is wearing play clothes and not their best clothes. To encourage independence clothes which are easily managed at the toilet are best.

## What will my child eat?

.As part of 1140 hours, North Ayrshire will provide your child with a healthy snack, lunch and a light tea during each session. The children are encouraged to be independent and serve themselves. Please inform staff if your child has a particular food allergy or dietary requirement. In line with Care Inspectorate 'Setting the Table' Nutritional guidance and food standards for early year's childcare providers in Scotland.

Why not scan our QR code to read all about our delicious meals provided by North Ayrshire.





## What should I do when I arrive at nursery?

A member of staff will be at the door to greet our parents/carers every day. To encourage independence, they will support your child in the cloakroom area, support them to hang their coat on the named peg, change their shoes and put outdoor shoes away. A member of staff will sign the child in and direct them inside to the playroom.



## What happens when I collect my child?

Your child can be collected from the Nursery door at the end of each session. Parents are asked to ring the door and wait until greeted by a member of staff. A member of staff will mark the register as you leave. If someone different is collecting your child **it is essential that you inform us**. This can be done in person or by phone. Tell us the name and relationship of the person who will collect your child and the date /time so that this information can be written in our diary. Please also remind a member of staff at the start of a session if possible.

In the interests of safety, your child will not be allowed to leave with someone different unless the nursery staff have been informed.

**The nursery staff will not allow a child to leave with any person under the age of 16**

**Article 2: I have the right to live with a family who cares for me**

*"I have confidence in the people who support and care for me"  
(New Care Standards 2019)*

### **What happens if my child is ill?**

If your child is sick, please telephone 01294 552251-Ext 3 and speak to a member of staff. Please do not message on See Saw as messages can sometimes be missed and it's a requirement that we have to speak to someone verbally on the phone.

If your child has had sickness and/or diarrhoea they should have **two full days – 48 hours clear of infection** before they return to nursery.

If your child has an infection such as measles, chicken pox or conjunctivitis etc. please inform the nursery and follow the guidance in your enrolment pack. Your child should be **free of the infection** before they return to nursery

### **What happens if my child becomes ill at nursery?**

If staff are concerned about your child's health during a session, a member of staff will contact you first and then the person designated by you as an emergency contact. The emergency contact(s) are listed on your child's enrolment form.

### **What happens if my child has an accident?**

If your child has an accident they will be treated by a member of staff. If the incident is of a serious nature it will be entered in our incident log which you will be shown and asked to sign. We will contact you immediately if your child has a serious accident or a bump to the head.





## What is Getting it Right for Every Child all about?

Getting It Right For Every Child also known as GIRFEC is the national approach in Scotland 'supporting families to improve outcomes and support the wellbeing of our children by offering the right help at the right time from the right people'. The aim is to help them to grow up feeling loved, safe and respected so that they can realise their full potential.

To ensure everyone has a common understanding of what wellbeing means, the Scottish Government has described wellbeing in terms of eight indicators, which are **Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible** and Included. These are sometimes abbreviated to the acronym known as SHANARRI.



## What is U.N.C.R.C?

### **UNCRC is The United Nations of the Convention on the Child**

It is the most widely ratified human rights treaty in history and acknowledgement of the importance of children's rights.

The UNCRC embodies the idea that every child should be recognised, respected and protected as a rights holder and as a unique and valuable human being. It applies to all persons under the age of 18.

Since the adoption of the UNCRC, children's lives have been transformed in many areas. The UNCRC supports children in such activities by attributing them a wide range of rights and freedoms.

## What does my child do all day in nursery?

*"I am fully involved in all decisions about my care and support"*

*(Care Standards 2019)*

Our nursery philosophy is underpinned by the National Improvement Framework, Realising the Ambition and new Care Standards and Quality Framework from Care Inspectorate. Our aim is to give pupils meaningful opportunities to participate and take ownership of their learning.

Realising the Ambition provides opportunities to upskill staff on key characteristics of child development based on research and evidence. It explores the range of interactions, experiences and spaces we need to provide for our children to help them learn and grow best.

Our Starting point will be your child and what they are interested in. Within a typical day we will consult with your child in a floor book and they will be involved in learning experiences which will promote their development and learning.

We will always be on a continuous cycle of improvement through self-evaluation and strive to increase expectations of high quality.



Dignity & Respect    Compassion    Be included    Responsive Care &  
Support    Wellbeing

# Abbey Nursery Improvement Plan

*"I experience high quality care and support that is right for me  
(Care Standards 2019)*

The nursery staff will identify priorities within the Nursery Improvement Plan to develop strengths and areas of need. Every Nursery has a responsibility to evaluate how well it is doing against the National Improvement priorities and these will be evaluated by us, by the local authority, Care Inspectorate and Education Scotland.

We will place the human rights and needs of every child at the centre of our provision,

Improvement in children and young people's health and wellbeing and closing the attainment gap between the most and least disadvantaged children.

Improvement in skills and attainment, particularly in literacy and numeracy.

How we develop leadership across all parts of our school community

Practitioner Professionalism: how we support practitioners in their professional development.

Assessment of Children's Progress: how we gather information about children's progress and how we use this information to support improving outcomes for all.

Performance Information: how we gather and analyse information to help us target areas for improvement.

U.N.C.R.C. – Article 28: I have the right to an education



*"I have confidence in the people who support and care for me"*  
(Care Standards 2019)

## How can I get involved with Family Engagement?



Our aim will always be to work in partnership with you our Abbey family as you are your child's first and foremost teacher. The impact of working with your family should always show a significant improvement in your child's learning and achievement and reduce potential barriers to engagement and overcome disadvantages.

We will work in partnership with others in the local community to support families to secure better outcomes through programmes which enable them to improve literacy, numeracy and health and wellbeing. Our setting very much values the contribution parents/carers and families make to children's learning. We will establish positive relationships to support confidence and self-esteem within families.



*"I am fully involved in all decisions about my care and support"*

*(Care Standards 2019)*

### **How will my child's progress be recorded?**

Nursery staff will collect data on your child's progress throughout the year by means of their Personal Learning Plan, Learner's Journey and a carefully structured responsive learning programme to support learning and development. There will be information on your child's progress which will be documented in the form of a report at the end of the session. We will provide opportunities for parents and families to engage in their child's learning and to have information on how best to support this at home. Our approach to reporting will allow staff to provide a clear and individualized picture of each child as a learner at key points throughout the year and use a range of current, planned assessment information when reporting to parents and families.



### **Will I be able to discuss my child's progress?**

Yes, you will be invited to attend informative workshops throughout the year and monthly celebrations of learning. Parental Consultation will also be organised for later in the session where you will be able to discuss your child's progress with their keyworker. You will be informed of this through Seesaw, Twitter and in the newsletter, when you will be given an opportunity to make a dedicated appointment with your child's keyworker. If you have any concerns or questions, please do not hesitate to speak to us.

## How will I be informed of what is going on?

You will be provided with a monthly newsletter giving details of events, holidays and all learning taking place. All keyworkers will upload responsive planning via Seesaw and Twitter every week. Our Family Notice Board will be at the front door and it will also contain local community information.

U.N.C.R.C. – Article 30 I have a right to speak my own language and to follow my family's way of life



## What should I do if it is my child's birthday?



In line with 'Setting the Table: Nutritional guidance and food standards for early years providers in Scotland. The Care Inspectorate's aim is to ensure that children aged 0-5 in childcare settings across Scotland are offered healthy and nutritious meals, snacks and drinks. In line with this, Abbey Early Year's Class are a health promoting Nursery and every meal and snack provided by North Ayrshire is in line with this vision. We are unable to accept birthday cakes but we always celebrate with a gift and some songs etc.



U.N.C.R.C. – Article 29 I have the right to an education which develops my personality, respect for others' rights and the environment.

We are very excited to work with our ABBEY FAMILY! We will strive every day to unleash a sense of curiosity and awe and wonder in your child whilst supporting and nurturing them to thrive to their full potential.



"I experience a high quality environment if the organisation provides the premises"

