

Bankton Primary School



Nursery Handbook

Welcome to the Nursery Class

at Bankton Primary School

We are happy that you have chosen to enrol your child in Bankton Nursery Class. Our aim is to ensure he/she is happy, safe and secure at all times. We also aim to motivate and stimulate your child's curiosity to learn and help them make sense of the world around them. Through purposeful play and active learning experiences we will help your child to progress in their skills development at the Early Level.

We hope you will find our handbook will prove useful to you during your child's stay in Bankton Nursery Class. During this time we will work in partnership with you to meet your child's needs. If at any time you wish to discuss a concern, particularly about your child's development, please do not hesitate to contact us and we will work hard to support you and resolve it.



Background Information

The Nursery Class was opened in 1993 and is situated within the Early Years Area in Bankton Primary School. We have provision for 40 pre-school and ante pre-school children. The staff consists of a nursery teacher, two senior nursery nurses, one nursery nurse and a support assistant where necessary.

The nursery is part of the larger school and children have access to music and dance and P.E. activities using school facilities. This makes transition to P.1 a natural part of your child's early educational development.

Early Learning and Childcare arrangements are as follows:

5 Morning sessions – Core hours:

Monday to Thursday 8.45 – 11.15

Friday 8.45 – 11.38

4 Afternoon Sessions

Monday to Thursday 12.09 – 3.16

In addition to these core hours, morning children can start at 8.10am and will be given breakfast.

Afternoon children can stay until 4.06pm and will be given an extra snack.

Contact Details for Nursery:

Bankton Primary School

Nursery Class

Kenilworth Rise

Dedridge

Livingston

EH54 6JL

Telephone 01506 413001



What will I do if my child is unable to attend?

Please telephone the Nursery if your child is absent due to illness or hospitalisation. If any medical problems affect your child's time at nursery please come and discuss them with us. If your child is unwell, it is usually much better for him / her to be at home rather than in a busy nursery. Very often children will say they want to come, even though they may have been sick during the night. Judge carefully, as a parent, since children do not get the best out of nursery nor are able to give their best when they are feeling unwell.

If your child has sickness or diarrhoea, the care commission advise you to allow 48 hours after the symptoms disappear before returning to nursery. Please let the nursery know if your child has an infectious illness such as chicken pox, measles, whooping cough, mumps, rubella, infective hepatitis or swine flu.

Group Call

If your child has been recorded as absent, and no prior notification of absence has been given by a parent / carer we use a system called Group Call. The school will attempt to contact you within one hour of school starting on the first morning of absence with the emergency contact number provided. This will allow school to know the child is safe with you at home and explain the reason for absence.



development. No question is too trivial. We aim to support you as well as your child through this exciting time in their development.

Learning through Play



Your child will experience a wide range of learning opportunities which will stimulate their curiosity, helping them make sense of the world around them.

They will develop a range of important skills for learning and for life. Staff will help to guide them in their learning and help them to make continuous progress in their skills development.

Children's learning experiences will be built around a variety of play contexts both indoors and in the outdoor learning environment. Children feel that they are 'only playing' – but each day they are growing and learning to develop new social skills alongside their learning skills.

Throughout their time in Bankton Nursery, they will have experiences and outcomes in 8 different curricular areas:

- | | | |
|--------------------------------------|-----------------------------|------------------------------|
| Expressive Arts | Health and Wellbeing | Language and Literacy |
| Mathematics and Numeracy | Science | Social Subjects |
| Religious and Moral Education | | Technology |

Progress in your child's skills development is recorded in their **Learner's Journey**. This document will track your child's progress during their two years in nursery. You, as parents will be invited to share in your child's Learner's Journey. The Key Worker will meet with you during the year to explain your child's key strengths and next steps in skills development.

Your child will also be encouraged to contribute to their Learner's Journey through drawings, photographs and comments. This will help to give them a sense of achievement and an indication that they are moving forward in their learning.

Your child may be included in group photographs which may form part of other children's Learner's Journeys. We would like to ask your permission to include your child in these group photographs. Please sign the permission sheet within your Welcome Pack for this purpose.



Ready for Play, Ready for Learning



Please remember that nursery can be an exciting, active, messy environment, where children can experience learning through sand and water play, painting and model making and dough and baking activities. We want children to enjoy all of the activities we have on offer.

We do provide protective clothing but we cannot guarantee clothing will not get paint, clay, glue, mud, dough or become stained. Designer clothes are not suitable. Practical, comfortable clothing is best, allowing your child to participate in activities without worrying about 'getting dirty'. We have sweatshirts for sale with the school logo and staff can advise on sizes and cost.

It is school policy that no football colours should be worn. For health and safety reasons children should not wear jewellery which could cause a risk during climbing and outdoor activities.

Please mark all items including footwear clearly with your child's name.

We aim to encourage children to be as independent as possible so please continue to support their development with dressing and undressing. Children of nursery age should already be toilet trained at home and be able to use the toilet with minimum support. If your child is still using nappies or pull-ups please inform a member of staff. Meetings with the Health Visitor will be arranged regularly to support and advise parents on aspects of child development such as toilet training and bedtime routines.



Using the Outdoor Learning Environment

Your child will regularly be taken on local walks and outings to the Dedridge Pond, Lanthorn Library and local shops. Every day is a learning day and these outings will provide valuable learning experiences for your child. The form for local walks covers all local outings. is in your Welcome Pack. Please sign and return to staff.

Before your child can be taken out of nursery on an trip we require you to sign an EE2 form.

parent Partnership

How You Can Support the Work of the Nursery



As parents, you are your child's first teachers. You know him/her better than anyone. You will see and celebrate all of the small steps in their development. We invite you to work in strong partnership with Nursery staff to help your child to achieve his/her full potential.

Social Skills

These are vital skills for learning and for life if your child is to become a confident individual.

Please help your child

- ❖ To use the toilet independently
- ❖ To wash their hands after the toilet and before food
- ❖ To speak properly, using good vocabulary
- ❖ To dress and undress with minimum help
- ❖ To eat using simple cutlery
- ❖ To drink from a cup
- ❖ To relate to adults and other children through simple greetings
- ❖ To show good listening skills when someone is talking to them
- ❖ To carry out simple instructions when they are asked

Learning Skills

We want your child to become a successful learner. Your role in their early development is crucial to their future success.

Please help your child

- ❖ To develop a love of books, stories and rhymes
- ❖ To learn simple nursery rhymes and songs
- ❖ To use crayons, pencils and felt pens to make 'marks' and early writing on paper. Value these marks! Show an interest in their writing
- ❖ To learn to 'write' from left to right

- ❖ To recognise 'print' in their environment (eg ASDA / McDonalds / Morrisons etc)
- ❖ To count up to 5, 10,100 – don't set any limits! – Count forwards, backwards, have FUN with numbers
- ❖ To play with coins and begin to understand 'money'
- ❖ To learn their colours, basic shapes
- ❖ To begin to use simple, safe, scissors for cutting

Physical Skills

The Scottish Government have recognised that most children under the age of 7yrs do not get enough outdoor play time. All children need fresh air and exercise in order to thrive and develop important motor skills and co-ordination. Your role here is crucial if your child is to become confident and well-co-ordinated. If your child would rather play with electronic devices rather than go out to play – use a timer to allow them no more than 30mins at a time. Little brains need fresh air and oxygen to develop so limit the TV and Computer time to short bursts.

Please help your child

- ❖ By taking them for walks
- ❖ By helping them with simple ball skills – throwing, catching
- ❖ By giving them freedom in safe areas such as the park to run and jump
- ❖ By helping to support them with simple, safe climbing activities
- ❖ By taking them swimming, to experience the fun of physical exercise in water
- ❖ By encouraging them to join in with clubs such as dance whenever you feel they are ready
- ❖ By taking them outside in all weather – to help them get used to walking in rain and snow
- ❖ By helping them to achieve simple, safe, challenges with your support – like balance on a small wall – holding your hand

All of these skills will add to your child's development through play in the nursery. If you have any concerns about aspects of your child's physical development please discuss these with your Health Visitor or Nursery Teacher.



Emotional Skills

Your child will grow and develop emotionally throughout their time in nursery. You can help them to feel happy and secure in many different ways.

Please help your child

- ❖ To separate from you happily by talking about what they will do with you when they come home

- ❖ To cope with small injuries and falls with a minimum of fuss – keep them safe but don't over protect them
- ❖ Help them to make good decisions by offering them choices – you can have THIS or THIS. Making their own decisions will help them to feel in control
- ❖ Concentrate chat about nursery on the positive, exciting things which have happened during their time there

Bankton Nursery is a Breastfeeding Friendly Nursery



Health Promoting Schools

Breastfeeding Friendly nurseries are actively promoted within the Scottish Government Health Promoting Schools initiative. The health benefits to both babies and mothers are outlined in the leaflet and on the poster in our reception area.

Aims of our Breastfeeding Friendly Nursery:

To contribute to social and cultural change by promoting an environment where breastfeeding is seen as the normal way to feed infants and young children

Objectives:

- ❖ To provide appropriate education and training for staff to enable them to protect and support breastfeeding
- ❖ To support informed choice in relation to infant feeding
- ❖ To increase awareness of sources of support and information for breastfeeding
- ❖ To use resources which reflect breastfeeding as the cultural norm
- ❖ To provide a welcoming atmosphere for breastfeeding families and to encourage breastfeeding in the public areas of the nursery
- ❖ To support breastfeeding staff / users
- ❖ To contribute to the promotion of social and attitude change in relation to breastfeeding

- ❖ To enable early years establishments to meet the criteria for the breastfeeding Friendly Award

If you have any questions in relation to breastfeeding in the nursery please do not hesitate to speak to a member of staff.

Your Nursery Needs You!



In Bankton Nursery Class we welcome your help.

Can you help with outdoor visits?

Do you have a special talent you could share?

Do you enjoy baking with children?

Could you help to supervise outdoor play?

Do you have an interesting job you could speak to the children about?

Could you help to organise coffee mornings /events in the Parents' Room?

WE NEED YOU!

However, in the interests of child protection and safety all parent helpers must be disclosure checked before being permitted to assist in class with children. Disclosure forms are available in the Nursery.

Jacqueline Stewart, Headteacher, Bankton Nursery Class