



Welcome to Nursery



## Icknield Walk Nursery

Icknield Walk Nursery was opened in January 1978. It is a purpose built, self contained, detached building in the spacious grounds of Icknield Walk First School.

Careful consideration and planning has been given to the layout of the areas within the building. The large carpeted area is used for a wide range of constructive and imaginative play.

We have an extensive library where the children can enjoy books away from the general 'hubbub' of the Nursery. A wide range of books is available for you to take home to share with your child. You may also like to borrow one of our topic-based Home packs.

The Nursery also has specifically defined areas where the children enjoy role play, creative activities, numeracy, mark making, music and ICT activities. We always link these areas to our current topic and cover all aspects of the Foundation Stage curriculum.

We place considerable importance on outdoor play which is reflected in the high standard of outdoor provision. The Nursery grounds are completely enclosed and consist of two very different gardens which compliment each other. One of the gardens comprises a playground, a trike track, a large sandpit covered by a pergola, a climbing frame with a safety surface and a grass area. The other garden has a more natural feel with a large area of grass and mature trees, a wildlife area and a vegetable patch.

## Nursery Staff

These are the group leaders who share the responsibility for your child's early education.

Nursery Teacher: Miss Nicola Pinner (Cygnet group)



Nursery Nurse: Miss Emma Hills (Duckling group)



In addition you will see:

Mrs Sandford (supply Teacher), Miss Wright, Mrs Smith, Mrs Harradine, Miss Hallett, Mrs Hardy, Mrs Richmond, Mrs Maitland, Mrs Webb, Mrs Lemay (Teaching Assistants).

## Nursery Times

The day is divided into three sessions:

<b>Morning session:</b>	<b>8.30 - 11.30am</b>
<b>Lunch session:</b>	<b>11.30am - 12.30pm</b>
<b>Afternoon session:</b>	<b>12.30 - 3.30pm</b>

## Bringing and Collecting Your Child

All children attending the Nursery **must** be brought and collected by an adult. Do remember to tell us when you change your collection arrangements.

Children participating in a morning session may arrive from 8.30am onwards. They should however arrive no later than 9am.

Children arriving for a lunch session should arrive at 11.15am.

Children arriving for the afternoon session should arrive at 12.30pm and go to the large carpet.

Children may be collected from the afternoon session from 3pm but no later than 3.30pm.

Children being collected at the end of the morning session will be waiting on the carpet area.

Children being collected after lunch should be collected from the library area at 12.30pm.

### **Nursery Routine**

If your child arrives between 8.30 and 8.50am they will first need to register themselves by finding their name, make a choice for school lunch if they are having one and then go to the large carpet to join in with an activity there.

Children arriving for the lunch session should arrive no later than 11.15am. They will need to register themselves and then will be directed in getting ready for lunch.

Children attending the lunch session will eat their lunch in the main school dining room and then return to the nursery for a rest and playtime.

Children being collected after lunch should be collected from the library area at 12.30pm.

Children arriving at 12.30pm need to register themselves by finding their name and then go to the large carpet.

At the end of the afternoon session children may be collected from 3pm to 3.30pm. Please feel free to use this time to change home packs and share with your child their day in the nursery.

### **Curriculum**

The work of the nursery children is based on a programme of topics. Each topic is carefully planned to cover three prime and four specific areas of learning of the Foundation Stage curriculum in a balanced way.

The Nursery has a weekly theme of work and we display an overview of the activities on the notice board in the cloakroom area so that parents are informed of the work we are covering. Parents can also be kept up to date with events in the Nursery by following our blog on the school website. We welcome any appropriate contributions from parents.

### **Additional Hours**

If you have chosen additional hours you will be invoiced at the start of the term and these are to be paid for regardless of absence through illness or holidays. Invoices will be issued at the start of term and fees can be paid via School Gateway online (a login and password will be issued by the school

office) - a link can be found on the school's website, or by a cheque made payable to Icknield Walk First School, or by cash in a **named envelope please**.

### **Early Years Pupil Premium Funding**

This funding is linked to children whose parents are in receipt of certain benefits and in applying we might gain extra funding for our school to benefit your child. If you feel that your child might be eligible please complete the form in the welcome pack and return to the school office.

### **Parent Helpers**

We have a number of parents who volunteer to come and help in the Nursery on a regular basis. They might be asked to help a group of children with art and craft, playing games, sharing books or preparation work. If you feel that you would like to become a parent helper, please let us know. You must have a DBS clearance before coming into help. Forms are available from the office.

### **Snack Time**

Snack time is seen as a small group activity where the children have the opportunity to recall their work, engage in number, phonic or PSE activities, whilst having either milk or water to drink and a portion of fruit to eat. There is no charge for the snack as both the milk and the fruit are provided by government schemes.

### **Water**

In addition to the refreshments provided at snack time, we feel that it is important to have water available at all times. Therefore, we request that each child brings a named filled water bottle (water only) to Nursery at the beginning of each session and then takes it home again at the end. Sturdy water bottles can be purchased from the school office for £1.50. Spare lids are available at 60p each.

### **Nursery Fund**

In order to fund our extensive borrowing system (home packs, library books and story cd's), as well as cooking ingredients, gardening sundries and dressing up clothes we ask for a voluntary contribution of £7.00 - payable once a term.

### **Birthdays**

We celebrate each child's birthday to give them a sense of their own worth. If you would like to send in a healthy snack or a book to share for your child's birthday, you are most welcome to do so.

### School Meals

If your child would like to have a school meal when they come for their lunch time session they can choose from a hot meal option, vegetarian hot option or a school packed lunch.

Please decide at the start of term if you would like your child to have a school meal or bring a packed lunch from home. If they choose the home packed lunch, they have the option of having a school dinner on Wednesday or Friday or both. If you want to change their meal pattern at any time please give the school office plenty of notice.

Costs are published on the school website and in school newsletters.

Please send payment for school meals in an envelope marked with your child's name. If you wish to pay by cheque please make it payable to Hertfordshire Catering Limited (or HCL). You may also pay using a credit or debit card online through School Gateway. Please log onto our school website to find the details. You will be given a password and user name when your child starts in the Nursery.

### Lunch Boxes

If your child is attending a Lunch Session (11.30-12.30) and they are bringing a packed lunch from home, please make sure their lunch box is named. Also please make sure that you **do not include any nuts or peanut butter** in their lunches as they may be sitting next to a child that has a nut allergy. It is important for parents to note that as we are a 'healthy school' we aim for home packed lunches to give children a healthy balanced meal, so please do not include fizzy drinks and sweets. Don't forget if you pack a yoghurt or similar please provide a spoon too!

### Personal Possessions

Experience has shown that it is better if children do **not** bring their own toys to Nursery. Young children who are just learning to share can become confused.

We are quite happy to see some new or treasured toy - but we will keep it safe until home time. We prefer not to be responsible for expensive items.

Children like to see a bit of home at school and naturally - a bit of school at home. We understand this and appreciate you returning such items to Nursery.

### P.E. Kit

In the Spring Term children will need a pair of named plimsolls and in the Summer Term children in the nursery will need a pair of named shorts, a named T-shirt and a pair of named plimsolls for P.E. lessons. Please make sure these are named and kept in your child's named school bag. (Please note that **P.E. kit is not required during Autumn term**).

### Dress for Nursery

Many of the activities in the Nursery are 'messy' and we recommend that you do not send your child to school in best clothes. Aprons are provided, but inevitably accidents occur!

As outside play is part of our daily routine the children will often need a coat to put on. We also ask you to provide a pair of **named** Wellington boots to remain at Nursery as we make full use of the Nursery gardens in all weathers. In the summer, the children also need a sun hat.

It would be helpful, if, on the days when the children go to the school hall for P.E. they could wear clothes that are easy for them to take off. See the notice in the cloakroom to inform you when your child has P.E. **Please mark all clothing with your child's name.**

So that the children can be independent we encourage them to wear joggers or leggings which are easy to pull up or down. We also encourage the children to wear the 'Ickniel Walk' sweatshirt and polo shirt; these can be bought on line from School Yard Ltd (the link can be found on our school website). The office also sells a selection of bags, caps and water bottles.

It is the policy of the School that no jewellery of any kind, including earrings, is worn by any child in either the School or the Nursery. This is for health and safety reasons and applies to toy jewellery as well.

### Illness

Regular attendance is very important at all stages of your child's schooling, but your child's health is even more important.

Please **do not** send your child to school if he/she is not well, however much they plead to come. If your child has sickness and/or diarrhoea, he/she should **not** return to school until a period of **48 hours** has elapsed since the last time they were unwell.

Please phone the school office before 9.30am and leave a message if your child is going to be absent. **01763 243392**

**Many expectant Mums come into the Nursery so please let us know if your child has been exposed to German Measles, Chicken Pox and Slapped Cheek (Fifth disease).**

### **Use of School Car Park and Grounds**

If children are brought to school by car, please would you park in either Icknield Walk or Poplar Drive and walk in with your child. Unfortunately there is insufficient car parking space for parents to use the car park at the start and end of sessions.

Please observe the road markings outside the school gates as they are there to safeguard all the children.

For obvious health and safety reasons we do not allow dogs, except Guide dogs, on the school site.

### **Computing & eSafety information**

Icknield Walk First School actively uses Computing Technologies to support our teaching and learning. The children will access the Internet and other web based applications as part of their day-to-day lessons.

Much of this is done through teacher led activities; however the children will at times do so independently. The school accesses the Internet via the Hertfordshire County Council Intranet making use of their sophisticated web filtering software. We operate this at the highest filtering setting.

We endeavour to keep your children as safe as possible and look to work with you to help the children enjoy using computers safely.

We are sure you will want to take photos at school events. We ask that these photos are kept for private viewing only and are not posted on Facebook or any other social websites.



If you have any questions about eSafety please speak to James Taylor (Deputy Head).

### **Becoming Involved**

Please read the school newsletters which you will receive regularly. The school has an active Parent Teacher Association who meet regularly to plan social and fund raising events. You are very welcome to join them. Details of meetings and events are on the PTA Board in the Nursery. There is also a Community Notice Board for parent use.

### **Recording Your Child's Progress**

Throughout your child's duration at Nursery the staff build up a record of his/her progress. This record is called a Learning Journal and consists of samples of work, photos and a record of the progress your child has made against the 'Early Years Foundation Stage - Development Matters' statements.

You will have the opportunity to read this record of achievement on a regular basis. We would also appreciate your contributions to the Learning Journal and early in your child's first term you will receive information about how you can do this. In addition there is also the Nursery blog on the school website which will keep you informed of past events in the Nursery. We hold Parent/Teacher consultations for all parents in the Autumn and Spring Terms to discuss your child's progress.

### **Is There Life After Nursery?**

Yes! and we ensure a smooth transition from Nursery to Reception.

The nursery children will be used to 'big school' as they make visits to the school hall for P.E., share assembly times with the Reception classes and play times.

Your child's Learning Journal will be seen by the Reception teacher and it will then go home.

Your child is not guaranteed a place in Reception at Icknield Walk First School, you still need to apply for a school place. This will usually take place in the Spring Term, in January.

We look forward to welcoming you and your child to the Nursery!