

Willow Nursery Parents Evening

Tuesday 7th July 2020



Welcome to Willow Nursery

Where children learn to care, share and shine.



This evening.....

- ▶ Re-cap on our aims and provision.
- ▶ Meet the staff
- ▶ September - starting arrangements
- ▶ Daily needs/routines
- ▶ Funding and forms

Nursery Staff

- ▶ Nursery Teacher and Manager

Mrs Nicola Ingham

- ▶ Senior Nursery Practitioners

Mrs Emma Johnson, Mrs Lorraine Harvey,



Mrs Sue Skinner

Nursery Assistants

We have a team of experienced Early Years Nursery Assistants working in each room to deliver the sessions alongside our Senior Practitioners and Nursery Teacher.

Nursery Administrator - Mrs Caroline Spatchett

General Information

- ▶ Nursery class within the Primary School
- ▶ Hedgehog class and Squirrel class
- ▶  Hedgehog class - 2-4 year olds
- ▶ Up to 20 children with a adult:child ratio of 1:4 or 1:8, depending upon age of child.
- ▶  Squirrel class - 3-4 year olds
- ▶ Up to 26 children per session - combination of part time and full time spaces. Teacher led.
- ▶ Provider of government free universal nursery entitlement - 15 hours per week, 38 weeks per year. Extended 30 hour offer for up to 15 spaces per day. Fee paying places

Nursery Times

- ▶ 15 hours sessional
- ▶ 8.30am - 11.30am
- ▶ 12.00pm - 3.00pm
- ▶ Lunch is not provided. Lunch club may be added to our package once we are settled in setting.

- ▶ 30 hours extended provision
- ▶ 9am - 3pm
- ▶ Packed lunch from home or a cooked school lunch provided by NORSE Cost - £2.30
- ▶ Extra package of breakfast and after school club or 8.30am nursery half an hour additional package

Our Aims

- ▶ To ensure that children's first steps away from home are happy, safe and seamless.
- ▶ To recognise the role of the family in the lives and education of our children. Family is central to our work.
- ▶ To ensure that all children begin to build friendships, achieve their best, grow in self-confidence, are eager to come to nursery and develop a love and enthusiasm for learning.
- ▶ To learn to care, share and shine!

We love being with our friends



And having fun!



Our families come to nursery



Transition - September 2020

- ▶ Stay and Play sessions:
- ▶ Week beginning 14th September.
- ▶ Small groups
- ▶ Times:
9am-11am 1pm -3pm
- ▶ Adult to stay
- ▶ This will happen in both rooms.
- ▶ Letter to be sent later this week

Stay and play sessions

- ▶ Say hello to children and families
- ▶ Play and explore
- ▶ Information share
- ▶ Collect outstanding forms
- ▶ Introduce you to our new nursery
- ▶ Talk you through routines.
- ▶ Please bring to these sessions:

Original birth certificates and a copy

Red health book - immunisation dates

All forms - Please return by 17th July if possible

Starting nursery

- ▶ Staggered start in small groups.
- ▶ 2 week period from Thursday 17th/Friday 18th September.
- ▶ First day - take the lead from your child. An adult is welcome to stay or you can wave bye bye! Make sure that your plans are flexible.
- ▶ Day 2 - begin to wave bye bye! Make sure your child knows that you are going.

Settling process

- ▶ Each child reacts differently.
- ▶ You are welcome to stay to settle your child and we will work with you to begin the parting process.
- ▶ We are building a trusting relationship with each child which may take a few days or even weeks - give us until half term!

Key person approach

- ▶ Very important to us.

- ▶ Benefits:

One adult gets to know your child and family really well

Handing over contact

Comfort

Toileting

Compiles the learning journal

You will be assigned a key person at your stay and play session.

Session plan

- ▶ 8.30 - 9.15am / 12.00-12.45
self-registration, settling, playing
- ▶ Activity time indoors and garden
- ▶ Group session
- ▶ 11.00/2.30 - family group time/whole class story

- ▶ Lunch will be 11.30-12.00
- ▶ Rest period 12.00-12.30

Start of the day

- ▶ Children will come into the nursery and hang their coats on their peg.
- ▶ Each peg will have their name on it and a picture symbol which they will learn to recognise as their picture.
- ▶ Once in the Hedgehog room or Squirrel room, the children will select their name card and place it on a board.
- ▶ Each name card will have the written name and the picture symbol, and for older children one side will just have the written name.
- ▶ Consistency and progression.

Saying hello to our friends



Activity time indoors and in the garden



What do I need to bring?

- ▶ Wear suitable clothing for messy play - school uniform is available from the school wear centre. We advise a school polo shirt and sweat shirt. Fleece are very popular too. Jeans and leggings. PE kit - not needed.
- ▶ Footwear - shoes/trainers (not crocs or flip flops) Children will learn to put on their own shoes - Velcro fastenings, slip-ons.
- ▶ Spare change of clothes - everything!
- ▶ Nappies, nappy bags, wipes - disposal
- ▶ Weather appropriate outdoor clothing - coats, hats, mittens, wellies, sun hats
- ▶ Suncream - please apply high factor before coming to nursery in the morning.
- ▶ Everything named please
- ▶ Draw string bag.

Medication

- ▶ Paediatric First Aiders - all our Senior Practitioners.
- ▶ Consent forms need to be completed and signed
- ▶ Regular medicines to be kept at nursery. These must be in the original box with the name of the child and the prescription dosage on the box.
- ▶ We can only administer prescribed medication
- ▶ Health register - keep us informed of any changes.
- ▶ Intolerances - risk assessment
- ▶ Care plans - for any conditions which require specific care.

Cooking and parties

- ▶ We regularly cook and have end of term celebrations.
- ▶ In line with the Early Years Funding Agreement we are able to ask for an annual contribution to go towards disposable items, cooking ingredients, party food etc.
- ▶ This is normally around £10 per year which will be arranged via our school office in September.

Lunch and time for a rest!

- ▶ Lunches - we will be able to offer a lunch for those children on our extended provision. It can be a packed lunch from home or a school provided hot/packed lunch - cost £2.30
- ▶ Please ensure packed lunches are balanced and something your child will eat. No nuts (we are a nut free school) or chocolate bars. Pack enough food but don't overload.
- ▶ All children will have a rest, TV time, story.



Who can collect my child?

- ▶ Contact list of close family members and friends with collection authorisation
- ▶ Any changes - write on board/message book/inform staff members at drop off
- ▶ Last minute changes - phone call to our school office 01603 810674
- ▶ Provide us with a security password.
- ▶ If someone arrives to collect your child and we have not been informed, we will make a phone call to you to confirm before we release your child.

Beginning and end of sessions

- ▶ Routines for drop off and collection still have to be confirmed once we gain access to the school site.
- ▶ Information to be given in September.
- ▶ 11.30am - Prompt collection of your children.
- ▶ Open door policy - welcome communication between home and school.
- ▶ Longer chats - please book an appointment.

Nursery Fees

- ▶ Our Charging Policy is available on the school website.
- ▶ Staggered start - we will start claiming funding and charging fees from your child's start date.
- ▶ Stay and Play sessions will not be charged as these are shorter, visit sessions.
- ▶ We require one months written notice of contract termination.

Fee Structure

Time	Session	Charge
7.45am	Woodside wonders breakfast club	separate package available from school office
8.30 – 11.30	Nursery morning session 15 hours	£14.50 – 3 hour session £4.90 per hour if taken in addition to funded hours. EY Funding for eligible 2 year olds and for all 3 year olds (term after they turn 3yrs)
12.00-3.00	Nursery afternoon session 15 hours funded	£14.50 – 3 hour session £4.90 per hour if taken in addition to funded hours. EY Funding for eligible 2 year olds and for all 3 year olds (term after they turn 3yrs)
9.00 – 3.00	Nursery session 30 hours	EY Funded, if eligible £4.90 for any additional hours
8.30 – 9.00	Nursery top-up session for 30 hour funded places only	£4.90per hour/pro-rata
11.30 – 12.30	Lunch Club (to be introduced later in the year)	£4.90 per hour
3.00-6.00	Woodside Wonders Afterschool club	separate package available from school office.

Government EY Funding

- ▶ <https://www.childcarechoices.gov.uk/> For information regarding eligibility for funding.
- ▶ Termly basis - forms were sent out in your pack.
- ▶ 15 hours provision can be completed in September.
- ▶ **30 hours provision must be returned to us with confirmation of your code by 17th July 2020.**
- ▶ Eligibility for 2 year old funding - check via the Norfolk Education Online (NEO)
- ▶ Early Years Pupil Premium
- ▶ Dual provider - we need signatures from the other nursery. Funding form states your intentions between the 2 providers.
- ▶ Our rate for sessions taken outside of free funding: £4.90 per hour. Invoice on a half- termly basis.
- ▶ Woodside Wonders breakfast and after school club is charged separately.
- ▶ Signed up to Tax-free childcare and receive childcare vouchers.

Extended offer 30 hours

- ▶ Early Years Funding Agreement
- ▶ You need to bring us proof of your 11 digit eligibility code. Please access your account and take a screen shot or print off to submit to the office.
- ▶ We then need to gain your written permission to make an eligibility check which we will do through a separate eligibility checker. We will also need child's DOB and your NI number.
- ▶ Checks will need to be valid for September starts. All paper work will need to be submitted by end of this Summer term.

Extended offer continued.....

- ▶ Codes will have a validity start date and validity end date. They need to be re-validated every 3 months. This is your responsibility.
- ▶ Grace periods
- ▶ 30 hours can be taken across 2 providers.
- ▶ Forms provided by Norfolk County Council will require dual claim and signatures from both nurseries.

Information pack

- ▶ You should have received this through the post.
- ▶ Additional forms - if you wish for Woodside Wonders information or an additional nursery package, please enquire separately via the school office.

Community Links

- ▶ Friends Of Woodside
- ▶ Speech and Language Therapists
- ▶ Health Visitors

Just one number and parent line

0300 300 0123

<https://www.justonenorfolk.nhs.uk/our-services/just-one-number-and-parentline>

- ▶ Master gardener
- ▶ Home Start

We look forward to seeing you in September

