



OVERLEIGH ST MARY'S CE PRIMARY SCHOOL

Nursery Class Information
for Parents and Carers
September 2021 – July 2022



Headteacher : Miss Emma Drew

Thank you for taking the time to read this booklet. Please keep it somewhere safe as it will be useful throughout the year.

Welcome to our Nursery Class

We looking forward to being a part of your child's learning journey and are keen to support you and your child through this first vital stage of your child's education. Our environment and activities provide a wide range of fantastic opportunities for your child to learn new skills and develop wider knowledge and experiences.



Routines and Timetable

Please ensure that your child arrives at Nursery on time and that you arrive promptly at the end of the day. Doors open at 8.45am.

If your child is going to be late or absent due to illness please inform us by telephone. If you know your child is going to be absent (eg because of a medical appointment) please inform us as early as possible.

Please inform us of any absence by telephone on 01244 267525 or by email on: admin@overleightmarysce.cheshire.sch.uk

School website is:

www.overleightmarysce.cheshire

We offer 15 and 30 hour places. Our preferred model of 15 hours is 2 ½ full days with the option to purchase the remaining have to make 3 full days. However we do try to be as flexible as we can whilst emphasising the continuity and sense of belonging for the children.

Timings of the Day		Cost
AM	8.45 – 11.45	£4.50
LUNCH	11.45 -12.15	£2.50 (additional £2.35 for school lunch)
PM	12.15 – 3.15	£4.50

Parents as Partners

We warmly welcome you as parents and carers into our Nursery and look forward to working with you in partnership over the coming year. Our goal is to provide your child with a positive start to their education.

You will be invited to two parents' evenings during the year to discuss your child's progress. We like to work closely with our families, so if you have concerns about your child at any time please come and speak to us.

We keep a record of your child's development through learning diaries on 'Evidence Me', which will be shared with parents throughout the year and we welcome parents to contribute to this through the use of email. We enjoy hearing what your child has been doing at home and encourage the children to share their new moments! Please send any photos or just share things you have been doing at home to the email address below:

Nursery@overleightmarys.cheshire.sch.uk



Opportunities for parents and carers to help in Nursery will arise throughout the year e.g. attending school trips and outings, helping with cooking activities and reading with children. If you would like to help then please let us know.

Learning in the Nursery Class

The Early Years Foundation Stage Framework is divided into seven areas of learning.

The three prime areas are

- *Personal, Social and Emotional*
- *Communication and Language*
- *Physical Development*

And four specific are

- *Literacy*
- *Maths*
- *Expressive Arts and Design*
- *Understanding the World*



Across the year, we use many different themes and topics to learn in new ways and develop new skills covering these areas.

Play is a vital part of the Early Years Framework and is important for the wellbeing and development of your child, and is at the core of teaching and learning within our EYFS. There will be many activities for your child to enjoy at our Nursery including:

Water play

Sand play

Construction activities

Art and craft activities

Puzzles and games

Playdough and cooking activities

Maths activities

Language activities

Role play and home area

ICT and computers

Music activities

P.E.

Forest skills

Circle time

Trips and outings in the local community

Special visitors and workshops

Wow events (such as Pirate Day!)





We are lucky to have plenty of indoor and outdoor space for children to explore. Your child will be encouraged to be an independent learner through 'planning' the activities they would like to take part in, carrying out the activity and then reviewing what happened in the activity.

A vital part of early learning is to be able to communicate with and listen to others. Through creating a language-rich environment, we encourage children share their experiences, question and take part in a range of activities to develop their communication skills.



School Uniform

At Overleigh St Mary's we believe that wearing uniform is an important part of being a member of our school community. It shows that children belong here and are dressed ready to learn. We therefore expect parents to send their children to Overleigh St Mary's in uniform to support this policy.

Jumpers and cardigans as well as polo shirts can be purchased from Uniformity in Handbridge or online. Otherwise children may wear plain red sweatshirts and red or white polo shirts, available from most supermarkets. Children wear grey skirts, trousers or pinafores, although many in Nursery find joggers or leggings easier for their Nursery time. Velcro black school shoes are a great idea to encourage your child's independence.

Please do not send your child to school wearing shoes with laces unless they are able to manage them themselves.

P.E. clothing

As the year goes on the children will be encouraged to get changed for P.E. P.E. kit is also available from Uniformity or they can wear plain black shorts (black joggers for colder weather) and a plain white T-shirt with black pumps or trainers. All P.E. kit should be kept in a P.E. bag which your child will be able to keep on their peg. We would like the children to keep their P.E. kit in school and only take it home in the holiday for washing. Please ask your child's teacher for further information about when children will be expected to wear P.E. kits.

Please make sure all items are clearly
marked with your child's name

Milk and Snack Time

Mid-morning the children have a snack of milk and fruit. This is provided free by school. We like to celebrate birthdays and you are welcome to provide a cake or healthy treat for your child to share with their class on their birthday.

Lunchtime

We welcome children to stay for lunch where they will be supervised by our Mid-Day Supervisors. There is a charge of £2.50 to fund this provision.

Your child can have a school dinner at a cost of £2.35 or bring a packed lunch. Lunches are eaten in the Nursery. Payment can be made online and you will also be able to see what your child chooses for lunch. The catering team are our own so meals are highly recommended and very popular. It is a good idea to encourage your child to have a school meal. It is amazing what even the fussiest eater will try at school with their friends! We are also able to cater for most allergies – a form can be provided by the office and where needed the cook will contact you to discuss.

Part of our school budget is dependent upon the number of children we have registered for free school meals. Therefore, if you believe you are eligible for free school meals **even** if you prefer to send your child with a packed lunch it is very important that you register.

Parents are eligible for free school meals if they receive:

- Income support
- Job Seekers Allowance (Income based)
- Child Tax credit but are not entitled to Working Tax Credit and your annual income does not exceed £16,190

- Support under Part VI of the Immigration and Asylum Act 1999
- The Guaranteed Element of Pension Credit
- Income related Employment and Support

If you are in receipt of any of the above please email the school office who can support you in completing the necessary paperwork for you.

Health and Safety Issues

Please make sure that your child is safely handed over to a school adult at the Nursery door each morning.

Please ensure that your child is collected promptly at the end of Nursery. If someone other than a parent/nominated carer is picking up your child then we must have written permission from you or to be informed in advance, via the school office. No child will be allowed off the premises unaccompanied or with a young adult under 16 years of age.

If your child has sickness or diarrhoea he/she must be kept home for 48 hours after being unwell to prevent the spread of infection.

Please inform us of any contagious/infectious illnesses your child may have as soon as they are diagnosed eg chickenpox, impetigo, conjunctivitis.

It is vital that we have two up-to-date contact numbers at all times for parents and carers. Please inform us immediately if your contact details have changed. If your child is ill or has an accident during the school day we will need to contact you promptly.

No jewellery is permitted in Nursery except stud type earrings – these must be removed for P.E.

Please ensure that your child wears practical, easily washable clothes to school that he/she can put on/take off easily by him/herself. It is important that shoes/trainers are without laces, low heeled and 'sensible' due to the slippery nature of the playground, when damp, and that your child's clothes are clearly named.

Using the toilet

If your child has been unable to reach the toilet in time and has an 'accident' we have some spare clean clothes in Nursery that we can change your child into. We would appreciate it if you could return the clothes washed and ready to be used again as soon as possible. This is quite a regular occurrence so please do

not be too concerned if your child has the odd accident, they are often too busy playing to realise they need to go to the toilet!

If your child is still in nappies please inform us as we will need to arrange staff support for this. Please could you provide a bag with spare nappies, wet wipes and nappy sacks for your child. It would be helpful if your child can use 'trainer' style nappies. Please try really hard to move your child out of nappies and into pants by the time they start Nursery.

Good Behaviour

Your child's good behaviour will be encouraged in many ways in the Nursery.

We use –

- Verbal praise
- Stickers
- Stamps/ticks
- Daily awards
- Visits to other teachers and to the Headteacher

In Nursery we expect your child to:

- Be kind
- Be helpful
- Share with others
- Do as they is asked by staff
- Look after all toys and equipment in Nursery



The class teacher will meet with individual parents if a child's behaviour is of concern to Nursery staff. We will make a plan together to manage and support children's behaviour in school which can be reinforced at home.

Please see the class teacher, as soon as possible after school, if you or your child are concerned about any events that have occurred during the school day.



Safeguarding

The Headteacher is the Designated Safeguarding Lead for child protection and any concerns are reported to her following our School and Local Authority Policy. However, we also have a number of deputy leads who usually manage reports in the first instance and these include Mrs Edwards, our Nursery teacher. We actively engage with a range of outside agencies including social care and Families in Focus to ensure good communication and care for our learners. All staff, parent helpers and community helpers are DBS checked and form part of our DBS register. Appointment of all new staff includes consideration of their knowledge, understanding and ability in managing safeguarding issues to ensure all our learners are cared for in a supportive and effective manner. Any parent or carer who has any concern around child protection issues or the safety of their child should not hesitate to see Mrs Edwards or contact her by phone. Our Safeguarding policy is available from the school office and is on the school website.

The Headteacher is the lead for monitoring and responding to any incidents of harassment, discrimination, racial abusive or bullying. All incidents are dealt with according to our school policies and reported to the Local Authority for monitoring purposes. We take a pro-active approach and address all of these issues as part of our curriculum and during themed weeks. This helps to ensure that our school is a happy place to be for all our learners and that everyone is able to meet their potential. All our school policies are available on the school website.

IMPORTANT – ADMITTANCE TO RECEPTION CLASS FOR SEPTEMBER 2022

In September 2021 you will receive information regarding the process of registering online for a reception place for your child for September 2022.

Places at Overleigh St Mary's are restricted to 60 at for the reception year group and parents who do not complete an application within the allocated timescale are unlikely to get a place for their child in the main school.

We tend to be oversubscribed in Reception so it is very important therefore that if you wish your child to attend Overleigh St Mary's Reception for September 2022 that you do complete this form before January 2022 online.

The school office is always available to help parents complete your application.

However please be aware that attendance at the Nursery does not provide any advantage in gaining a place in Overleigh Reception class. All applications are managed by CWAC LA.

We very much look forward to your child joining us for the school year 2021/2022 and working in partnership with you as parents and carers.

