

# Pentrepoeth Primary School Nursery Prospectus





# Pentrepoeth Primary School

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Headteacher: Dean Taylor B.A.(Hons), P.G.C.E., L.P.S.H.

Deputy Headteacher: Nick Penn B.A. (Hons) P.G.C.E.

July 2018

Dear Parents/Guardians,

We are thrilled to be opening our new Nursery at Pentrepoeth and we are delighted that your children will be the first children to attend.

On behalf of the staff and Governors, I would like to welcome you and your child to Pentrepoeth Primary School Nursery.

There are lots of new friends to meet and stories to share. We hope that your child will be happy and benefit from their nursery experience. We believe that communication is so important and hope this booklet will help you and your child start nursery feeling informed and ready for the journey ahead.

We look forward to meeting your child during their induction visit and answering any questions they or you may have. This is the start of a very special time and we look forward to sharing the journey with you.

Miss Sian Williams	Nursery Teacher
Mrs. Sian Waite	Nursery Teaching Assistant
Mrs. J Pask	Nursery Teaching Assistant
Mr Dean Taylor	Headteacher



Regional  
Training Centre

It is our aim at Pentrepoeth Nursery School that every child develops a lively, enquiring mind, feels happy, safe and secure, and fulfils his or her potential in every aspect of progress and growth.

To achieve this, we provide a well-resourced, stimulating environment that:

- protects and nurtures the well-being and health of the child;
- encourages active learners to question and gain in confidence and motivation;
- encourages a sense of belonging and active involvement in the education process for children and their families;
- ensures that opportunities for learning are fair and each child's contribution and individuality is valued, irrespective of gender, ethnicity, age or background;
- recognises, promotes and protects the language and symbols of our own and other cultures;
- recognises that children learn through exploration;
- values and promotes play as providing meaningful learning;
- provides a broad, balanced curriculum that meets the needs of each child, reflecting the areas of learning set out in national guidelines;
- provides opportunities for children to take responsibility and to share in decisions that affect them;
- recognises that the acquisition of knowledge and skills should be planned and appropriate to each child's needs.

We are confident that this approach will give lasting benefits to our children and lay secure foundations for the next stage of schooling and is in line with the new Successful Futures recommendations from Welsh Government to ensure children are:

- Ambitious, capable learners who are ready to learn throughout their lives.
- Enterprising, creative contributors who are ready to play a full part in life and work.
- Ethical informed citizens who are ready to be citizens of Wales and the world.
- Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.

## Play

Play is vital in children's learning. It is one of the key processes, along with exploration and talk, through which children become competent, confident and independent learners. It is important to all other areas of learning because without the opportunity to play with other materials, environments and ideas children will not develop those crucial ways of thinking and knowing that emerge from uncertainty and problem solving. Through play, children learn to be artists, writers, mathematicians and scientists. They learn to make sense of things in ways that strengthen their rapidly developing repertoire of skills and understanding.

Playing is part of the human struggle to understand the world. If that behaviour is absent then the child has lost the most powerful mechanisms for showing initiative and being an innovative thinker and learner.

At Pentrepoeth nursery we plan to extend children's play through challenging them with a wide variety of resources and by intervention with appropriate questions thus allowing them to apply existing knowledge and practise new skills.

Play is a social event. It presents no barriers to children because of their culture, language ability or gender.

We must never underestimate the importance of play.



## Our Curriculum

At Pentrepoeth Nursery the curriculum is based on the provision of a full range of planned and spontaneous learning experiences.

The planned curriculum is based on the guidance recommended by the Welsh Assembly Government. It promotes activities that lay secure foundations for future learning. This is referred to as the Foundation Phase and provides the curriculum for children from the age of three until the end of Year 2.

The Foundation Phase curriculum is based around seven broad areas of learning

- **Language, Literacy and Communication**
- **Mathematical Development**
- **Personal and Social Development, Well-Being and Cultural Diversity**
- **Knowledge and Understanding of the World**
- **Physical Development**
- **Creative Development**
- **Welsh Language Development**

### **Personal and Social Development, Well-Being and Cultural Diversity**



This area is concerned with emotional well-being, knowing who you are and where you fit in. It is about children's view of themselves; their self-esteem and their relationships with others. Children are naturally interested in other people and we offer opportunities to help to develop independence, confidence and resourcefulness as well as their understanding of:

- relationships, feelings and needs;
- acceptable social behaviour;
- right and wrong;
- the world **around** them - the people in their community and those in the wider world;
- the diversity of cultures (different customs and festivals).

### **Language, Literacy and Communication**

It is through language that children learn and make sense of the world around them. Language, written and spoken, enables children to explain themselves, interact with others and to organise their thoughts.

We offer children many opportunities to speak and to listen; to express their ideas in words and in pictures; to share a rich variety of stories and poetry and a love for books and language.

We develop knowledge and understanding of print and that it conveys meaning; that it is possible to record language; that letters stand for something; that print flows in a particular direction and that the alphabet has upper and lower case letters.



### **Mathematical Development**



Use of mathematical language to help develop concepts during a range of activities forms the foundations on which mathematical understanding is based.

Knowledge and understanding of number; shape and space; pattern; symmetry and positional relationships; measure (time, weight, length, capacity) are all explored. The first hand experiences we offer the children help them to sort, count, sequence, measure and compare.

## Knowledge and Understanding of the World

Children learn about themselves and the world around them and begin to make sense of their world. We provide opportunities for children to find out about past and present events in their own lives; to explore their environment and to learn about other living things.

Children develop knowledge and understanding of materials and their properties; of why things happen and how things work. They design and make models using tools and equipment and use information technology to support their work.

We provide the opportunities that will help children to develop enquiring minds and the skills of observation, prediction, problem solving and experimentation.



## Physical Development



Through the daily nursery routines, we encourage children to develop the skills of physical control, co-ordination, movement and manipulation. We help children gain confidence in what they can do and to feel the positive benefits of being healthy and active indoors and out.

We provide opportunities that allow the children to develop knowledge and understanding of how their bodies work; of health and hygiene; the need for safety; how to move with confidence and increasing control; to improve their fine motor skills.

## Creative Development

Children learn through their senses. They need time and opportunity to explore and experiment with ideas and materials; to develop their own ideas and to be imaginative; to observe carefully and to develop the ability to use a variety of tools and techniques.

We help children to develop a knowledge and understanding of texture, colour and shape; of drawing and painting; musical forms and rhythm; and of imaginative play, drama and dance.





## Welsh Language Development

Children have opportunities to learn welsh language patterns, rhymes and are involved in many welsh activities.

### Assessment

Assessment is a continuous process that takes place in all aspects/areas of Nursery Life. Through ongoing assessment, we hope to build a complete picture of a pupil's development, intellectually but emotionally, socially and physically.

As children begin to settle we carry out a Baseline Assessment. From this we are able to identify children's needs and plan learning experiences for them in each of the learning areas. Staff will carefully observe activities and track progression in various skills.

A written report is given to parents at the end of their child's time in nursery. Parents are also invited to parent consultation evenings three times a year.

## How can I help my child before they start Nursery?

Some of the fun things you can do together include:

- Nursery rhymes
- Telling stories
- Drawing pictures & mark making
- Playing games
- Measuring things
- Telling the time – daily routines
- Visiting places
- Singing songs
- Dressing up & engaging in imaginative play
- Growing things
- Creating models

### LIST OF ACTIVITIES TO ENCOURAGE

#### Drawing and starting to write

Encourage your child to work towards:

- using a variety of pens, felt-tips, thick and thin pencils, biro and crayons and different coloured shaped paper
- imitating your actions - writing a shopping list, messages, notices, etc., early marks on paper should be seen as important
- pretending to fill out coupons, adverts in magazines, forms and leaflets
- holding writing implements
- writing and recognising their name
- recognising and forming letters
- letter recognition and handwriting holding and handling scissors
- playing "I Spy" games with your child
- recognising simple shapes: square, triangle, rectangle and circle
- recognising colours
- matching & sorting
- recognising numbers - writing numbers and knowing their value from 1-10 (please see attached)



### Helping us to promote your child's sense of independence and confidence

#### Practical

Please help your child to become independent when they need to do the following:

- cope in the toilet. Independent and proper use in the lavatory is important
- putting on socks & shoes
- putting on coats and doing them up
- learning left and right foot/hand, for putting on shoes and gloves
- putting name tags on their own drinks
- putting their reading bags away each morning and bringing them daily
- taking turns and sharing when playing
- respecting possessions. Showing the correct handling of books and toys and how to put them away after use
- using cutlery or managing a lunch box
- doing and undoing buttons

## Admission to Nursery

Admission to nursery schools and classes is offered for a half-day session, either morning or afternoon, five days a week.

Schools expect pupils attending the nursery to take up all the sessions available to them.

Admission to our nursery is made through Newport City Council admissions.

## Settling In

When you accept a place at Pentrepoeth Nursery, we consider your involvement and support to be essential. Your encouragement will help your child to settle happily and confidently and to feel secure in the knowledge that home and school are working together.

The nursery staff carry out home visits prior to your child starting nursery. This involves two members of the nursery team visiting you at home and provides an opportunity for children to get to know the staff in a familiar environment. The visit also provides parents and carers with an opportunity to discuss their child's needs and to raise any questions they may have. The home visit enables nursery staff to make provision for the individual needs of incoming children. We also take a photograph of your child for their coat hanger and collect all relevant Emergency Contact / Medical details.

## General Information

### Nursery Opening times

The nursery day is divided into two sessions:

**Morning**      **9.00 am – 11.30 am**

**Afternoon**    **12.45 pm – 3.15 pm**

Children normally attend part –time, either morning or afternoon.

Some children do attend full time but this is very rare and is normally due to some additional need.

### Safety and Security

The health and safety of our children is paramount. To help ensure the safety of our very young children please adhere to the following:

- Provide nursery staff with a photo of any person collecting your child.
- Always hand your child over to a member of staff before leaving
- If your child is to be collected by someone other than yourself, please inform the nursery staff by letter
- Collect your child from the Nursery – Please wait outside the fenced area gate until the staff open the gate and inform you that the children are ready, then collect them from the Nursery door. We will ensure your children are handed over to you.
- When entering or leaving the nursery please shut all gates

### Absences

If your child is absent from nursery through sickness or any unavoidable cause, please could you inform the school by telephone in the first instance.

The school operates a first day response system. If no explanation for absence is forthcoming a member of the office staff will telephone home during the morning.

The school has discretionary power to grant leave of absence for a family holiday or visit overseas. You should not however, expect such leave to be granted as of right. Permission will not be given if it is applied for after the visit of holiday has taken place.

If your child misses three weeks or more, apart from medical reasons then your Health Visitor will be informed.

### Nursery Clothing and Uniform

We have a nursery uniform which consists of a yellow jumper or blue polo shirt and navy joggers or leggings. Black or navy velcro shoes can also be worn.

These are all available from the main school office. A current price list is included with this information.

Also we would ask that while your child is at Nursery please allow them to wear clothes that are easy to undo and fasten, which are easy to wash, and ones that the child will not be too upset about should he/she either get them dirty or wet. Please ensure that your child always has a waterproof jacket or coat, trousers and wellingtons for outside play and forest school activities. These are to be labelled and left in school.

Please wash and return clothes that belong to the Nursery.  
Shoes that are flat, and rubber soled, make it safer for your child to climb.

### Lost Property

Naming all items of clothing reduces the risk! Please name items of children's clothing. We do keep lost property for a reasonable period of time, but it is often difficult to identify items that are not labelled. If your child has lost something then please check in the nursery first, then ask at the office for access to the lost property cupboard. Displays of lost property are made before the end of each school year and if it is not claimed it is then sold or given away to Charities

### Healthy Snacks

All nursery children are provided with milk and fruit daily. We are a Healthy School and would ask that no sweets, food, chewing gum or fizzy drinks are brought into nursery.

We do ask for a voluntary contribution towards the cost of fruit. Please would parents contribute £1.50 per week, payable on a Monday.

Please would you provide your child with a water bottle so that they may drink if needed.

Also please make sure no nuts, conkers or nut products ever enter the nursery as we do have children for whom contact with these could be life threatening.

### Toys

We would also ask that children do not bring in any toys to nursery – these are easily lost or broken. Children may be asked to bring in certain things for special occasions - we will inform you of these.

### Visits

Pentrepoeth Nursery seeks to enhance the learning of pupils through use of day visits. Some of these visits will be local with no cost and we would normally ask for your attendance on these. However, there are times when the cost cannot be borne solely by the school. Parents will be requested for voluntary contributions in order for the activity to take place.

## Head Lice

Head Lice can be a real problem in Nursery. Cases of head lice should be reported to the Nursery staff. Advice on treatment is available from the school office if necessary.

Please note that the School is not responsible for treatment. The Health Authority clearly places responsibility with parents. However, we do endeavour to keep parents/carers informed if there is an outbreak by letter.

## Returning to school after illness

Children returning to school after illness should clearly be fit to do so and free from infection. Please err on the side of caution when making a decision about your child returning to school.

Children should be fit to participate in all school activities including outdoor games and playtime. Injury, asthma, respiratory complaints or circulation difficulties are of course exceptions. If in doubt the school is happy to advise.

## Useful Medical information for parents

Name of Disease	Incubation period	Period of infectivity – time child should stay off school
Chicken pox	About 14 days	Until spots scab over (7 days)
Glandular fever	6-14 days	Infectivity is low
Hand/Foot/Mouth	3-7 days	Until blisters have gone
Impetigo		Until cured
Measles	10-14 days	4 days after rash appeared
Meningitis	Variable	Depending on type
Mumps	14-21 days	7 days
Ringworm		Until treated
Rubella	14-21 days	4 days after rash appeared
Scabies	At least 2 weeks	Until treated
Slapped cheek disease	5-20 days	Rash starts to fade
Whooping cough	7-10 days	Up to 28 days

## First Aid

Simple First Aid is given at school when necessary. Children will be given a school First Aid advice slip to bring home. All bumps to the head are reported to you. If an accident needs hospital attention we will contact you first. Please ensure information from you is up-to-date so that you can be contacted. There are six First-Aiders in school.

## Medicines

Children with medical needs have the same rights of admission to our school as other children. Most children will at some time have short-term medical needs, while other children may have longer term medical needs and may require medicines on a long-term basis to keep them well. Other children may require medicines in particular circumstances, such as children with severe allergies.

It is school policy not to administer medication unless part of a health care plan. Only in exceptional circumstances will prescribed medication be administered to children by agreement with the Headteacher.

## Toileting

We encourage families to do all you can to help your child by making sure that he/she can go to the toilet by him/herself before starting nursery. If your child does have a small accident, then clothes will be changed by the nursery staff and you will be informed at nursery time. If accidents occur on a regular basis we would ask you to work with the nursery staff to put procedures in place to support your child's toilet training.

## Emergency Contact information

Please ensure that your contact details are correct, and that the school is told about any health matters, especially allergies, relating to your child.

## Dogs

Please do not bring dogs on to school premises (this includes the car park, drop-off, playgrounds and pedestrian area), tie them to school fences or allow them to obstruct the pavement where children walk.

No matter how gentle your animal is, children can be easily scared.

Please don't allow your dog to foul pavements on the route to school. **Bag it and bin it!**

## Smoking

Please do not smoke within the school grounds.

## Money

Please ensure that all monies sent to school are in secure envelope marked with your child's name, amount and the purpose of the money.

## Communication Between Home and School

Communication between home and school is very important. Regular newsletters are sent out to parents and posted on the school website giving information about what is going on at school, dates of events and any items of news. Where possible we will email information to you and also a text messaging service is used to help keep you informed. At the end of each nursery session Miss Williams / Mrs Waite or Mrs Pask will open the nursery door to hand each child over to whoever the designated person is for collecting them. Any concerns or issues arising from the nursery session will be reported to the person collecting them at this time. Please let us know if somebody different will be collecting your child. There may be incidents arising during the course of the session, which require us to contact you straight away. It is essential therefore that a contact list is kept up to date. If you have any concerns, please do not hesitate to contact the class teacher or the office to arrange a convenient appointment to discuss the matter.

## Complaints

Any complaints about school matters should first be brought to the attention of the Headteacher and relevant staff. If the complaint is not resolved, a formal complaint may be made firstly to the Governing Body and secondly to the L.A.