



# Acorn Class



## Nursery Brochure



# Welcome



We would like to take this opportunity to welcome you and your child to our Nursery. We are really looking forward to meeting you and getting to know you all, whether you are old friends returning or new friends we have yet to meet.

We firmly believe that children develop best in a happy, secure, consistent environment and therefore, that it is by us developing a good relationship with you and working together that we can ensure the best care and education for your child.



We want to take this opportunity to invite you to be as involved with the nursery as possible. We have an open door policy and want you to feel that you can approach any of us at any time with any questions, concerns or worries you might have, however trivial they may seem.

It is with this aim in mind that we have produced this booklet to give you a flavour of who we are and what we do and to suggest ways in which you can help and support your child.

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# Admissions

## Places

At Ashbrook Nursery we offer flexible sessions over 5 days (up to 30 hours) from 8.45am. Most of our children are admitted in the September before they are due to start full time school and have three full terms in Nursery. On occasion, we may offer more terms if there are places available.



## Visits and Induction

Once your details are on our system, we will get in touch with you the term before your child is due to start. You will be invited to a series of visits where you can stay with your child and explore the nursery environment. After these visits our nursery team will make individual appointments before your child starts, this will help us get to know your child and you better.

You can apply for nursery by registering your child at the school office any time following their second birthday. Please also feel free to call the office to make an appointment to look around. We would love to see you.

# Our Ethos

## We Care

At Ashbrook Nursery we encourage a caring, sharing, supportive environment where everyone can feel accepted, valued and loved.



## We Learn

At Ashbrook Nursery we aim to provide an environment which encourages curiosity, excitement and enthusiasm to explore, discover and learn.

## We have fun

But most of all we want learning to be Free,  
Uninhibited and Natural,  
Otherwise known as FUN!



'Children in the Nursery and Reception classes settle quickly and make good progress because learning is made exciting for them.' OFSTED 2013

# Our Staff

We are fortunate that our Nursery is staffed by highly qualified, enthusiastic and hard working staff. They are:

- Holly Floyd -Teacher
- Abbey Booker - Teacher
- Our Teaching Assistants:-
- Kate Chambers
- Julia Smullen

We also, at times have students working in the nursery under the direction of the nursery teacher. We respect the contribution which they make and view them as members of staff.



The nursery staff work very closely with other staff within the school. We are particularly supported by:

Mrs Helen Roebuck – Headteacher

Mrs Helen Jackson – Business Manager



Please feel free to contact or approach either Holly, Abbey, Kate, Kim or Helen at any time, as they are more than happy to speak to you or help you.

# Our Staff

## Key Workers

All children are taken in to small groups and work with a qualified teacher and teaching assistant. Each group are taught phonics, number, circle time and have story groups. Assessments are carried out during these group sessions and the groups are changed on a half termly basis to ensure that all adults get to know and work with all of the children. This helps to utilise the skills of all the adults in the nursery to benefit all of the children.

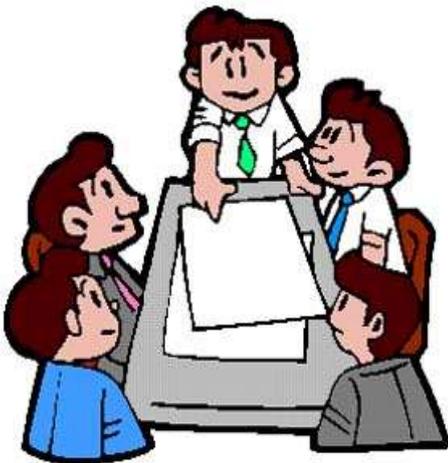


## Our Governors

Along with the headteacher the governors are responsible for the budget, staff and school buildings. They meet both as a whole, and in small groups with a specific focus, all through the school year. This is led by:

- Miss Margaret Smith – Chair of Governors

Vacancies for parent representatives often arise throughout the year so if you feel you would be interested please contact Mrs Roebuck who will be more than happy to give you some more information.



# Inside Nursery

The Nursery has several indoor areas – the carpeted end, the wet end, the teaching areas, the quiet cosy corner and the entrance hall.



The wet end hosts the art areas, the writing area, the sand, the water, the malleable area, the exploration area and the small world area.

The carpeted end hosts the role play areas, the ICT area, the fine motor area, the book corner and the snack area.

The quiet, cosy corner is situated at the end of the nursery and is a place for children to choose to go to chat with friends or be by themselves.

The teaching area is used for group sessions but also hosts our reading area and the interactive whiteboard.

The entrance hall is used as another teaching area. It is also used to provide gross motor activities when we can't get outside.

'Children make good progress in the Nursery and Reception classes because they are provided with a good range of stimulating activities, both indoors and outdoors.' OFSTED 2013

# Outside Nursery

The Nursery also has its own outdoor area. This consists of a vegetable bed, wildlife area, flower beds, paved area, grassed lawn, and soft surfaces area.



This area has a large sandpit, play frame, hanging bars, building site, mark making and reading area, musical area, natural material area, den and mud kitchen permanently set up. We also provide a variety of activities which cover all areas of the curriculum on a weekly basis.

We also have access, via a gate, to the school playground where there is ample space for cars, bikes and scooters.

The children have freeflow access to the activities available in this area on a daily basis.



# Weekly Routine

The nursery session commences at 8.45am, doors close at 9.00am, teaching starts at 9.05am and runs until either 11.45am or 3.00pm and we do ask that your child attends for the whole session.

We ask that you bring your child into the nursery garden at the start of their session and leave them at the door with the teacher.

Once all of the parents have left we close the door and gather together to greet each other on the carpet. After this the children go into groups to do a circle time or number work.

The children have freeflow play across both the indoor and outdoor environments, which is child initiated. Children also work on a focussed activity with their keyworker.

Friday is our special day when we concentrate on developing physical skills. The children will take part in PE in the hall or outside. We ask that you bring them dressed appropriately in jogging bottoms and trainers as we do use a variety of apparatus.



# Everyone a learner

We firmly believe that all of our children can try and succeed and so have a 'you can!' ethos in our nursery.

The revised EYFS framework sets out a set of guidelines for the skills that children need to develop in order to learn. These are called characteristics of effective learning.

## Playing and Exploring (engagement) -

- Finding out and exploring
- Playing with what they know
- Being willing to have a go

## Characteristics of effective learning.

## Active Learning (motivation)

- Being involved and concentrating
- Keeping on trying
- Enjoying achieving what they set out to do.

## Creating and Thinking Critically (thinking)

- Having their own ideas
- Making links
- Choosing ways to do things.



'In the Nursery and reception classes, adults take every opportunity to encourage children to talk about their learning.' OFSTED 2013.

# Curriculum

The nursery and reception classes are referred to as the Foundation Stage. While the children are in these they work to the Early Years Foundation Stage Curriculum (EYFS). The EYFS seeks to see the child as a whole and recognizes the need for them develop in seven main areas.

The three prime areas of learning are very important as they underpin everything else that your child is going to do.

## Communication and Language

- Listening and attention
- Understanding
- Speaking

## Physical Development

- Moving and handling
- Health and self-care

## Personal, Social and Emotional Development

- Making relationships
- Self-confidence and self-awareness
- Managing feelings and behaviour.



# Curriculum

## Literacy

- Reading
- Writing



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The secondary areas of learning build on the prime areas.

## Mathematics

- Numbers
- Shape, space and measures



## Expressive arts and design

- Exploring and using media and materials
- Being imaginative

## Understanding the world

- People and communities
- The world
- Technology



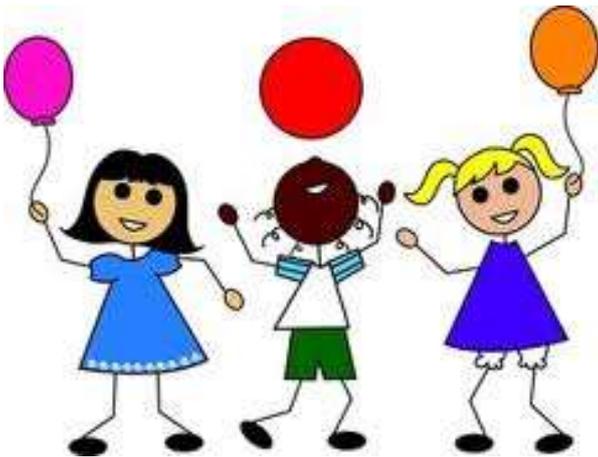
At Ashbrook Nursery we feel that it is vitally important for your children to develop in all of these areas and so we make sure that they are all available, in some form, on a daily basis.

# Curriculum

We firmly believe that children learn best through play and this occurs best through a well thought out accessible environment where adults sensitively and purposefully interact with children



We also believe that each child is an individual with different strengths and needs and that each of their learning journeys will be as individual as the children themselves.



We fully understand that children of this age will go home and be reluctant or unable to say what they have done at nursery but we have a learning journey wall and book that you can come and look at to see what they have been doing.



# Behaviour

At Ashbrook Nursery we believe that everyone should demonstrate respect for each other and the facilities and resources provided.

We are sensitive to children's individual experiences and spend much of our first term with the children making the expectations of the setting clear. We work with the children in circle times and general play situations to help them to get to know and care about each other.

We are aware, however, that we are dealing with very young children for whom this can be extremely difficult. As young children are very egocentric (all about me), it can be very difficult for them to be aware of others or understand their needs. We also appreciate that not all our children will have experienced a childcare setting before the age of 3 and that nursery may be their first experience outside of their home.

Across the whole school, we are:

Ready

Respectful and

Safe

We are ready to listen and learn. We are respectful of other children, adults and school property. We stay safe by listening to grown-ups and doing as we are asked and by being kind and helpful to our friends.



# Special Needs

## Equal Opportunities

Ashbrook seeks to ensure that all children receive equal treatment regardless of sex, disability, race, colour, ethnic or natural origin in line with Derbyshire County Council's Equal Opportunities Policy.



## Special Educational Needs

At nursery we aim to provide an environment where every child can reach their potential. We constantly monitor all children's progress and any concerns are discussed with the headteacher and parents or carers.

From time to time advice may be sought from professional agencies such as the Educational Psychology Service, Speech and Language Service, Occupational Therapy etc. They will help to set up individual targets and programmes for the children and families.

## Child Protection

We need to make you aware that we are required to take any reasonable action to ensure the safety of our pupils. In cases where we have reason to be concerned that a child is subject to ill treatment, neglect or any other form of abuse, we are obliged to follow the Derbyshire Child Protection Procedures and inform Social Care of our concerns.

'Disabled pupils and those who have special educational needs make good progress because teachers and teaching assistants know the children extremely well and ensure that support is carefully matched to their needs.' OFSTED 2013.

# Quick reference

## Activity Money

With the aim of providing the best possible learning experiences we really like to provide our children with extra activities such as cooking and gardening. You will also find that we try to provide extra activities from outside of school at points during the year. In order to fund these we do ask if you could possibly make a contribution of 50p a week.



## Lunch Times

If your child is staying for lunch they will need a packed lunch, we also offer the children an option of a hot meal cooked by Aspens at the cost of £2.10 a day. Your child will have the option to swap and change between packed lunches and the daily hot meal.

Please remember we are a nut free school. Please see more details at <https://www.ashbrookinfantandnursery.co.uk/nut-free-school/>

The menu is available on *our school website* at <https://www.ashbrookinfantandnursery.co.uk/lunch-menus/>

## Snack

The children are given access to snack each day. We try to develop their independence by encouraging them to help themselves during the course of the morning. We provide a piece of fruit and a carton of milk or a glass of water. We have found that it is a long time for some of the children to go between breakfast and lunch and so we now also provide another snack such as toast, tea cakes, crumpets, crackers etc. We do ask that you make a donation of 50p a week to cover the cost of the extra snack.

# Quick reference

## Clothing

As we work with you to develop independence in your child, it would be really useful if they can come in clothes which they can manage easily e.g. sleeves that roll up easily. It can also be very distressing for a child who desperately needs the toilet if they are struggling with tight waist bands, stiff buttons etc.

We would also like the children to wear a red or royal blue jumper or cardigan as their 'uniform'- just like the older children in school.

We like to provide the children with a wide range of experiences to explore the world with all of their senses so please don't send them in their best clothes as, even though aprons are always provided, they will get dirty!



Please provide a pair of slippers that can be kept in nursery.

We like to ensure that the children have the opportunity to play both inside and outside whenever possible so please could you make sure that they have appropriate clothing e.g. warm coats, hats, scarves and gloves in the winter and sun hats, sun cream, covered shoulders etc. in the summer. Unfortunately, the weather in this country can be very unreliable so please could you make sure that they are covered for any eventuality.

As the children do a lot of running, jumping and climbing at nursery we do ask that they wear sensible footwear so that they can safely engage in all the activities on offer. We also ask that you provide a pair of wellies that can be left in nursery for playing out on wet days. Please can you ensure that your children can change their shoes by themselves, i.e. Velcro shoes (no laces).

# Quick reference

## First Aid

As small children often have little accidents when they are moving around and exploring, we always have a paediatric first aider on hand to care for them. We will either inform you of accidents when you pick your child up or, in the case of bumped heads or more serious injuries we may phone you to collect your child.



**Please can you ensure that we always have the correct contact details in case we need to contact you quickly.**

## Head lice

Please could you check your child's hair regularly and if you find any headlice please treat their hair before they return to nursery.

## Illness

When small children first come into contact with large groups of children they often pick up lots of bugs and viruses. Please think carefully about whether your child is well enough to come to nursery. If your child has a stomach upset, please keep them at home for 48 hours after their last bout of sickness or diarrhoea.

## Medicines

If your child is in nursery for only three hours the chances are that they will not need any medicines during the session. However if your child is in nursery all day, staff will follow Derbyshire County Council guidelines when administering medicine.

If your child uses an inhaler please ensure that it is clearly labelled with the child's name and dosage instructions.

If your child has any other medical conditions please speak to staff so that we can ensure that they are cared for appropriately.

# Quick reference

## Data Protection Act

It is necessary for us to hold basic information about pupils on our administration computer to assist with the efficient organisation of the school.

Security measures are taken to ensure that the information is kept confidential and is only available to authorised staff.



## Jewellery

Please do not send your child to school in jewellery as not only can these get lost or broken but they can also be a safety hazard. If your child has pierced ears please ensure that they only wear small studs.

## Birthdays

We always have a special celebration time when it is someone's birthday but we prefer you not to bring in sweets or cakes as we are a healthy school. If you would really like to bring something we suggest that you bring in a book dedicated to celebrate your child's birthday for nursery.

## Photographs

We do take photographs and videos of the children from time to time. Please could you inform Nursery staff if you have special requests about your child being photographed or any concerns as to how they are used.

## Toys

We prefer your child not to bring toys to nursery as these can get lost or broken. If you feel you have special circumstances please speak to a member of staff and we will endeavour to help you.

# Contact Details



Ashbrook Infant and Nursery School

Borrowash

Derby

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Please feel free to visit our website at:

[www.ashbrookinfantandnursery.co.uk](http://www.ashbrookinfantandnursery.co.uk)