



ST JAMES
C.E. PRIMARY SCHOOL

DREAM • BELIEVE • LEARN • ACHIEVE

Nursery Handbook

2023-2024

At St James we believe our children should experience a wide balance of activities. We want the children to develop into independent learners and they will be given opportunities to choose to take their learning indoors or outdoors. Our children will have a combination of adult-led and self-chosen activities which follow their interests, respond to their ideas and then we carefully plan their next steps to move their learning on.



About us

We provide part time and full time places in nursery with a full time teacher. Children can attend either a morning place or an afternoon place. There is also the option of full-time places if eligible for 30 hours funding.

Morning places are 8:30-11:30am or afternoon places are 12:30-3:30pm. Full time funded places are 8:30-2:30pm with the option of paying extra until 3:30pm. Children are admitted into Nursery the term after they turn three.

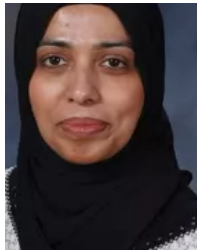
Nursery Staff



Mrs Finch
Nursery Teacher



Mrs Hargreaves
Teaching Assistant



Mrs Oomer
Teaching Assistant AM



Mrs Patel
Teaching Assistant PM

Other staff you may meet



Mrs Belfield
Principal



Mr Booth
Vice Principal



Mrs Parkinson
KS1 Lead/KS1 Teacher
Assistant Principal



Mrs Nuttall
EYFS Lead
Assistant Principal



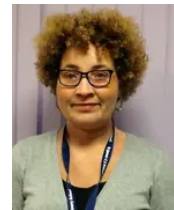
Mrs McKinnon
Learning Mentor



Mrs Williamson
Office staff



Mrs Goodwin
Office staff



Mrs Massoudi
Office staff

Session times

Morning sessions are from 8.30am-11.30am

Afternoon sessions are from 12.30pm-3.30pm

Full days for funded children are from 8.30am-2.30pm with the option to pay an extra £5.00 per day until 3.30pm

Attendance

Regular daily attendance is vital to help boost your child's self- confidence and independence, and help them to achieve good educational progress. If your child is unable to attend, for whatever reason, please telephone **01204 572587** to let us know straight away.

Starting in the Nursery Class

You and your child have been invited into the Nursery Class for a visit in July. At these visits you will get to see the setting and have time to look at our outdoor area and meet other children and parents who are in the same class.

If your child currently attends our Little Saints room (our Two Year Old Room) then the Nursery team have been meeting them throughout the past half-term.

Starting Date

For children who are new to St James We will be inviting your child into Nursery for a visit on Thursday 7th September 2023 before they start and then if the visit goes well your child will start on Friday 8th September 2023. Children who have been attending Little Saints will start back on Thursday 7th September 2023.

If your child is staying all day and is staying until 2:30pm then please come to the Nursery gate and a member of the Nursery team will bring your child out for you. If your child finishes at 3.30 then please come to the Nursery to pick them up.

Visiting your child

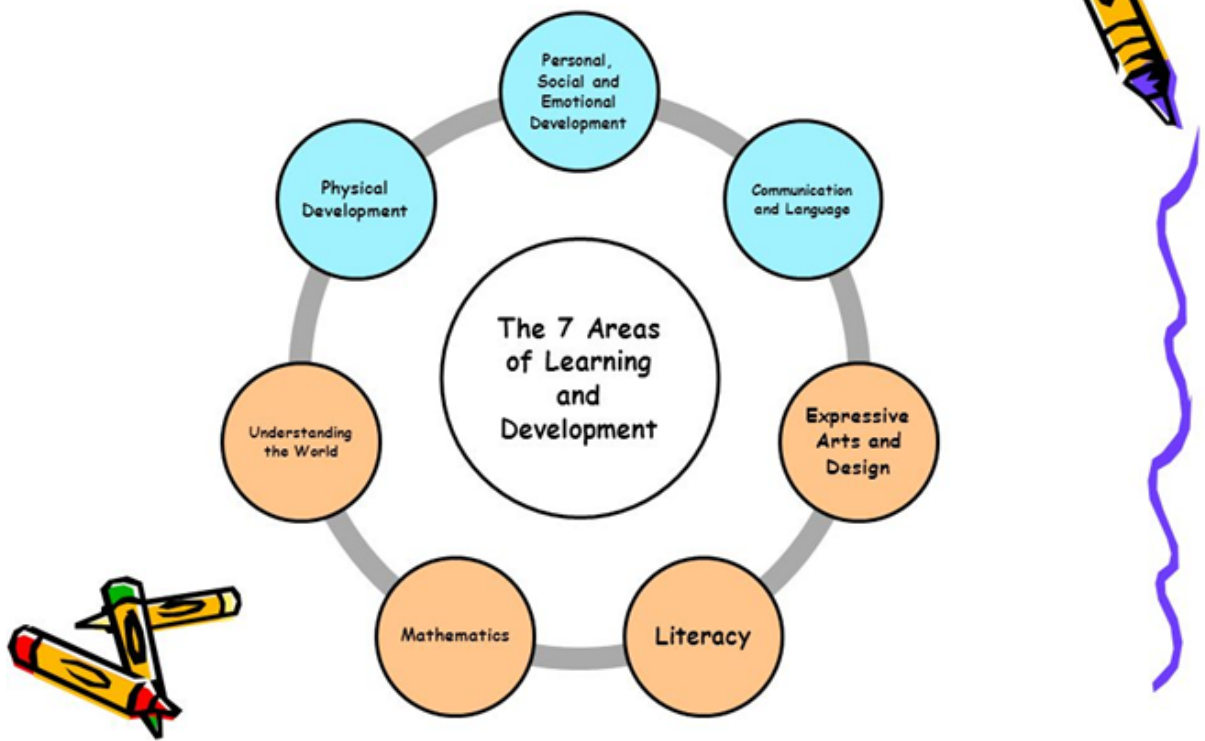
If your child attends Little Saints (our two year old room) then the Nursery team will be visiting them regularly before they start Nursery.

If your child is new to our school then we will arrange for you and your child to visit us in July and for us to visit you at home Wednesday 6th September 2023.

What will your child be doing in the Nursery Class?

What and how the children learn in in The Nursery Class is based on a range of learning experiences designed for our youngest children. It is called THE EARLY YEARS FOUNDATION STAGE CURRICULUM (EYFS). This goes from birth and continues up to the end of the Reception class.

'WHAT' learning is taking place?



The Prime areas of learning are:

PERSONAL, SOCIAL AND EMOTIONAL DEVELOPMENT

- How to share, take turns and look after things
- To select and use resources independently
- How to put their own coat on/use the toilet
- To follow routines and rules in the setting
- To know what is 'right' and what is 'wrong'
- To play together in a group



COMMUNICATION AND LANGUAGE

- To listen to stories and books
- To follow instructions
- To answer questions
- To question why things happen
- To retell a simple past event

PHYSICAL DEVELOPMENT

- Writing some letters
- Catching a large ball
- Using a toilet independently
- Knowing how to stay clean and healthy



The Specific areas of learning are:

LITERACY

- Talk about and retell stories they have heard
- Hear rhyme and rhythm
- Talk about what they have drawn and painted
- Talk about writing they see around them and what it might mean



MATHEMATICAL DEVELOPMENT

- Say numbers in order to ten
- Recognise some numerals
- Play with blocks and build constructions
- Begin to describe the shapes they use

UNDERSTANDING THE WORLD

- Talk about special times or events for family and friends
- Show care and concern for living things and the environment
- Know how to use simple technology



EXPRESSIVE ARTS AND DESIGN

- Mixes different colours and see how they can change
- Explore and use different percussion instruments
- Imaginative play, dressing up and re-enacting the home.

Small World Play



Creative



Construction



Den Making



Texture Kitchen



Malleable



Maths



Reading Area



Mark Making



Water Play



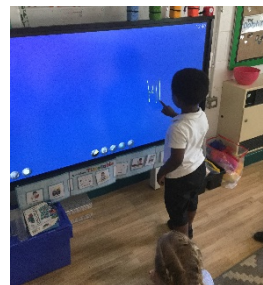
Investigation



Role Play



ICT



Climbing



Digging



The Role of the Adult

The role of the adult is vital in supporting children's learning through planned play and extending and developing children's spontaneous play. This enables children to explore, develop and use their curiosity and imagination to help them to make sense of the world. The adults allow them to practise skills, build up ideas and concepts, think creatively and communicate with others as they investigate and solve problems.

How the Nursery class space is organised

At St. James the indoor and outdoor spaces are organised to allow children to move around, to work on the floor and on table tops and to work individually and in small or larger groups. For much of the time the children have equal access to the classroom and outdoors. The outdoors is another classroom and the children spend a lot of their days learning outside.

For most of the sessions, children have continuous access to the indoor and outdoor classroom but children are guided to specific tasks as well and provided with short bursts of intensive focused teaching. Equipment is organised and labelled so that children know where to find what they need and can be independent. All areas of the curriculum are covered by different experiences and activities that reflect the children's interests and build on their knowledge and skills. Many activities are based around units which may last for several weeks. Some work is seasonal such as Winter or Spring or festivals and celebrations that are occurring in the world around us but will still be based upon what the children need at the time and will be planned through discussions with them.

Monitoring and Assessment

All children are assessed continuously, in an informal way, whilst they are in the Nursery Class. Staff observe and monitor their skills as they work in the different areas. This enables us to plan our activities to suit each child's needs and to further develop their knowledge, skills and understanding in all the important areas of learning. Observations and assessments are regularly planned to inform our preparations for the 'next step'. We ensure that all children have quality interactions to help the children achieve their 'next steps' in learning. Wow moments observed during the sessions will then be posted onto the child's own Tapestry journal account where parent's will be able to view and comment on them.



Parental Involvement

In the Autumn and Spring terms there are parent evenings but parents are always welcome to speak to anyone in the Nursery team. It is vital that parents and staff work together, as this has such a positive impact on your child's learning and development. Parents are also invited into Nursery to attend stay and learns and assemblies throughout the school year.

Reading at Home

In our Nursery we have a book area and children are allowed to take a book home for parents to share with their child at home. We ask parents to return this book every Monday. All children have their own reading record book and we ask parents to sign and make comments about what they children have said whilst hearing the story.



Snack

We have a sit down snack every day. The children sit in their key person groups at the table and as well as eat their snack it is a valuable opportunity to talk to the children about their session at Nursery and promote good speaking and listening skills. We ask for £1 for snack and other consumable items that we buy each week. This equates to 20p a day. We have a two-week menu that we follow which has a variety of foods providing a great opportunity for the children to try new and different foods.



Birthdays

We love to celebrate birthdays and the birthday person will be sung to and made to feel special. If it is your child's birthday they can come to school in non-uniform, but please be mindful that they will still be accessing indoors and outdoors so they need to be dressed warmly with sensible clothes and shoes. We ask that you don't send in sweets, any chocolates with nuts, toffee lollies ect, as some children would not be allowed to have them due to allergies or religious reasons but if you would like to send a birthday cake with your child we will cut that up and share it at snack time.



Safety

- We will only allow you or a named person on our list to take your child. If a friend or relative is coming to collect your child instead of you, please phone the school office beforehand.
- Your child can not go home with an older brother or sister; there must be a responsible adult (someone over the age of 16 years).
- Please let staff know if you are going to be late collecting your child. It is quite distressing for young children to still be waiting when the other children have gone.
- Please keep us updated on any changes to emergency contact numbers, and addresses.

How you can help your child at home

- Make time to talk through what your child has done that day.
- Share books (including the ones we send home from school), songs and games with your child and talk about them together.
- Encourage your child to use pens, pencils, chalk, paint and simple tools such as scissors.
- Talk to your child, introducing new words whenever you can. Children learning English as an additional language need first to develop confidence in their home language.
- Help your child to recognise shapes, colours, numbers and words in familiar places such as food packets, street signs and advertisements.
- Write your child's name and help him or her recognise it. (Only use a capital letter for the first letter of each name – use lower case for the rest of the letters).
- Introduce the language of counting during activities such as cooking and shopping.
- Provide opportunities for running, climbing, kicking a ball and chasing – a visit to the park is free!
- Let your child enjoy and invent sounds, words, songs, music and rhymes.
- Ensure your child has enough sleep – in bed by 7:30pm at the latest!



School Uniform

Children attending school wear their school uniform. It looks smart and encourages the children to feel part of a team. The uniform consists of:



White polo shirt, grey trousers/skirt, pinafore dress, black school shoes and navy jumper or cardigan, with or without the school logo.

In the Summer girls can wear a blue and white gingham dress and boys can wear grey tailored shorts.

Jewellery is not allowed for safety reasons.

Skirts and trousers with elasticated waist are more suitable and shoes **with velcro**, to enable children to dress and undress by themselves more easily. No lace up shoes please.

PLEASE PUT YOUR CHILD'S NAME IN ALL CLOTHING. Sew-in name tapes are best. Pen is ok but often washes out and needs re-applying.

Clothing for outdoor play

As we give equal value to the play experiences planned for outdoors as those indoors, the children have continuous access to both areas – whatever the weather – throughout the year. They need suitable outdoor clothes to allow them to do this: a coat they can put on themselves fairly easily, or at least have a go. Hat, mittens in cold weather, sunhat when hot, and a pair of wellies (to stay at school with their name in).

PLEASE NOTE: some of the outdoor work can be quite messy, so coats or jackets need to be practical. We do have waterproof coats and trousers for the children to wear over their own coats, if necessary.

Information

We have a parent's notice board in our cloakroom area that we keep up-to-date with any information that you might need. We also have a school Facebook page that you can follow and comment on which can be found at: Each Friday we publish Friday news onto our school's website, Facebook page and Twitter board.

<https://www.facebook.com/stjamesfarnworth>

<https://www.st-james-farnworth.bolton.sch.uk/>

Brush Bus

In Nursery we brush our teeth every day before we go home. All the children have their own toothbrushes which are washed and sterilised every week. We have a 'Brushing Bear' on the screen and this encourages the children to brush for the correct amount of time to make sure their teeth are clean correctly.



We hope that your child has a wonderful time in our Nursery class and we are looking forward to embarking on their next chapter in their learning but please don't hesitate to contact us if you have any concerns or worries.