



Well-being and achievement are at the heart of Grouville School so that we can all develop as Life Long Learners and take responsibility for ourselves and the community.

As a Rights Respecting School our philosophy is underpinned by the values and principles of the United Nation's convention on the Rights of the Child (UNCRC)



GROUVILLE SCHOOL NURSERY HANDBOOK

The Staff at Grouville School would like to offer a warm welcome to you and your child. We look forward to working with you in true partnership.

Grouville School's Nursery was built in 1999, and is an integral part of our whole school.

Entry to Nursery

1. Places are offered to children both within and out of the catchment area.
2. Places in Nursery are allocated strictly in line with criteria set out in the Early Years Policy by the Head of Planning and Projects at the Education Department.
3. All children are entitled to 20 free hours in a Nursery provision. Parents may choose to pay for additional hours.
4. Children are entitled to three terms in Nursery.
5. An induction programme will be arranged in the summer term prior to your child starting to meet new children and their parents.

It is important to note that a place in Nursery does not guarantee a place in school.

Nursery sessions

20 Free hours: 8:30am – 12:30pm

Additional hours: 12.30pm – 2.30pm (or 2.45pm if there is an older sibling in school)

Home Visits

We offer all children the opportunity to have an informal home visit from their Key Person in September (before Nursery 'Pop-in and Play' sessions begin). Staff find home visits invaluable in ensuring a positive relationship is fostered with you and your child from the start. During the home visit staff will ask you a range of questions to find out important information which will help us to support your child in settling into Nursery. We will also take time to interact with your child and will happily answer any questions or address any concerns you may have. Home visit dates and times are outlined on your individual induction letter. Please speak to a member of staff if you need to arrange another date or time and we will try our best to accommodate you.

Starting Nursery

We operate a staggered start system in order to ensure all children have time and space to explore their new environment and routines in small groups with adult support. Your child will be invited to two 'Pop-in and Play' sessions before all



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30 children join for full morning sessions together. Dates and times can be found highlighted on your induction letter. Full-time hours will begin on Thursday 19th September 2019.

During the 'Pop-in and Play' sessions we ask that you take time (at least 30 minutes) to explore the Nursery environment with your child. A member of the Nursery team will then liaise with you to see if you and your child feel happy and confident for you to leave them for a short period of time. Staff will always be on hand to support children with separating and will phone parents if necessary. Please note that all children are different, and some will take longer than others to settle. If you have any concerns at all, please do not hesitate to talk to any member of the Nursery Team.

Clothing



We would like your child to enjoy all the sessions on offer in the Nursery. Children need to feel comfortable and have freedom of movement. They need to develop growing independence in dressing themselves. They also need to feel proud and confident with a positive self-image as a special individual. Comfortable polo shirts, and a nursery sweatshirt and tracksuit bottoms are great for children to play in, participate in messy activities and can be washed easily!

A pair of Wellingtons, slippers, a raincoat and a sunhat should be left at nursery, as should a bag containing spare clothes. Sensible shoes for playing on bikes and climbing are important. In the summer, open toed sandals, flip flops and crocs are discouraged for safety reasons. Please mark all clothes clearly with your child's name so we can ensure all items are returned to you.

Contributions

Each morning the children will be provided with a healthy snack. We will be encouraging the children to; try unfamiliar foods, serve others and talk politely around the table, encouraging them to develop valuable social skills. Parents are asked to inform staff of any dietary needs or allergies. In order to provide snack, cooking ingredients and other consumable goods that we may need we request a contribution of £5 per week, which is in line with all States Nurseries.

Details of your contributions are given to you by invoice each term. We would be grateful if the contributions could be made on a termly or half termly basis to the Nursery Staff. Cheques can be made payable to 'Grouville School'.



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Pupil Welfare

It is important that we have your telephone number or a number at which you can be reached in an emergency. Please remember to notify the school of any change of address or circumstances. If there is to be a change to the person who collects your child, please ensure you inform a member of the Nursery team. We will not release a child to another adult without explicit parental consent.

Please let us know if your child has any medical problems and how we can best help to support them. If your child is ill at Nursery we will do our best to care for them, but the right place for your child is at home and we will therefore contact you and ask you to come and collect them. Cuts and grazes will normally be dealt with by our First Aid Officer. Occasionally, we get some bumped heads! and in this instance parents will be contacted by the Nursery staff.

Teachers are not able to administer medication or apply sun cream to your child during the school day. Inhalers used by your child for asthma can be given to the Nursery Staff.

Absence

Please let us know as soon as possible of your child's absence, by phoning our school office on 851089 or by email - admin@grouville.sch.je , first thing in the morning.

Nursery Organisation

For many children, joining a Nursery class will be their first step outside of home, families and friends. We recognise that a great deal of learning has already taken place and we hope that the partnership between home and Nursery will continue to support your child's progress. A child's early experiences at Nursery are fundamental to their future attitudes towards school and their own learning. At all times we value children as individuals and aim to foster self-confidence and a sense of well-being as children meet new situations and experiences.

We will plan a wide range of opportunities for children to learn both indoors and outdoors and within different contexts (e.g. adult-led / child-initiated). Planning is always based on children's existing knowledge, skills and interests and is differentiated to ensure all children can make progress with their learning from their starting point.



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The Foundation Stage

The Foundation Stage is a stage of learning in which a range of skills are developed within the Nursery and Reception class.

Personal, Social and Emotional Education

Within the Nursery we aim to provide a stimulating learning environment that will involve your child in a range of interactive activities, help your child to feel secure and happy and develop a positive self-image. We encourage the children to share and value each other and the adults will facilitate their learning. We also encourage them to develop their independence and self-help skills.



Communication, Language and Literacy

The development and use of communication and language is at the heart of young children's learning. Their communication skills develop as they express their needs and feelings, interact with others and establish their own identities and personalities. The ability to communicate gives children the capacity to participate more fully as confident, sociable individuals, building relationships with other children and adults.

Within the Nursery we aim to create a stimulating environment that reflects language in different contexts such as signs, labels, lists, notices and promotes enjoyment in a range of stories and non-fiction books. Children will be given opportunities to link language with physical movement in action songs and rhymes, role play and practical activities that foster discussion and experimentation.

In these early stages, children will be encouraged to experiment with writing by making their own marks in sand, painting and using different pens and pencils on paper. Mark making is a very important part of the writing process and will later lead onto letter formation activities, writing their own names and the formation of simple captions/sentences.

Mathematics

Mathematical development is based on your child becoming confident and competent in learning and using key skills. These include counting, sorting, matching, exploring patterns, numbers, shapes and measures. The development of language is crucial and we involve the children in a range of practical activities including stories, songs, games and imaginative play so that children can experiment with numbers in different contexts.



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Understanding of the World



In this area of learning, your child is developing the knowledge, skills and understanding that will help them to make sense of the world around them. They acquire a range of skills, knowledge and attitudes related to understanding the world in many different ways. Play opportunities will encourage children to be curious, enthusiastic and to investigate and question their activities. Children will be given positive encouragement and support to try out their ideas and learn from them. They will be involved in a range of activities including looking at different living things, materials, buildings, celebrations and how things work.

Expressive Arts and Design

Music

Music forms an enjoyable and active part of life in the Nursery. Your child will experience a range of musical activities with an emphasis on enjoyment and participation in many different types of music making.

Art and Design

We aim to help your child develop an understanding and enjoyment of Art and Design through a variety of practical activities which involve both two dimensional (drawing, painting, etc.) and three-dimensional work (collage, modelling, clay etc.) Children are encouraged to experiment with different techniques and a variety of materials such as pencils, charcoal, paint, clay, paper and textiles. These help them to develop their skills in observation and imagination.

The children's work is celebrated in displays around the school providing a stimulating working environment.

Forest Schools

Nursery children will take part in regular Forest School sessions throughout the year during which they will have the opportunity to explore and discover new experiences linked to the natural world for themselves.

Physical Development

Physical development in the Foundation Stage is about improving skills of coordination, control, manipulation and movement. We aim to develop the children's confidence in what they can do and this enables them to feel the positive benefits of being healthy



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and active. Effective physical development helps the children develop a positive sense of well-being.

Throughout each day we will be planning and looking for opportunities to support the children in developing the key characteristics which are essential for effective learning. The characteristics of effective learning (CoEL) are summarised below.

Playing and exploring - engagement	Active learning - motivation	Creating and thinking critically - thinking
*Finding out and exploring *Playing with what they know *Being willing to 'have a go'	*Being involved and concentrating *Keep trying *Enjoying achieving what they set out to do	*Having their own ideas *Making links *Choosing ways to do things

Assessment, Recording and Reporting

As each child learns at their own individual pace, observing children is at the heart of our Nursery practice. These observations that assess children's abilities in certain skills inform our planning about the future needs of individual children. Observations will be collected and added to your child's focus sheet which will be shared with you during parent consultations.

Reporting Arrangements

Autumn Term: Settling in Review & Next Steps

Spring Term: Parent Consultation & Next Steps

Summer Term: End of Year Summary Report & Next Steps for Reception

Parents



Grouville School Nursery Class operates an 'Open Door' policy in which parents are welcome to join us for the beginning of any session. We would like parents and carers to feel that they can see their child's 'Key Person' with any important daily information as well as the Nursery Teacher who can arrange times for further discussions.

Parents with a little spare time are most welcome to come and help us and we will be looking for some kind volunteers with activities like cooking, sewing or on visits out and about! Please let one of the Nursery team know if you would like to help.



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Throughout the year we invite parents to come and join us for a range of celebrations and special occasions.

We will also provide a variety of Parent workshops throughout the year that aim to provide you with further information about how you can support your child with different areas of learning at home.

Parent Staff Association

The PSA plays an important role in our school and we value the commitment they make. As a parent of a child at Grouville School you will, automatically, become a member of the Parent/Staff Association. Please come and join us at any of our meetings!

You can find out more information about the school by looking on our school website www.grouvilleschool.co.uk. More detail regarding how the Nursery team will plan and support your children with their learning will be shared in September.