

Oakwood Infant and Nursery School



Nursery
Information Brochure
September 2022



Welcome to the Nursery

We are looking forward to getting to know you and your child and we hope that you and your child will enjoy your time at our nursery.

This brochure will hopefully help you to understand what we do and how we will be working with your child.

At Oakwood Nursery the children learn through play in a happy, stimulating and safe environment and we support the children in becoming confident, independent and inquisitive learners.

We hope this brochure will answer many of the questions you will likely have, but please feel free to talk to any member of staff who will be more than happy to help.





Nursery Hours

Children attend nursery on either a 15 hour place or a 30 hour place per week (subject to eligibility).

The 15 hour places are organised as follows:

Start of the week sessions	Monday, Tuesday 9:00am – 3:00 pm and Wednesday 9:00am – 12:00pm
End of the week sessions	Wednesday 12:10pm - 3.10pm and Thursday, Friday 9:00am - 3.00pm
Morning sessions	Monday – Friday 9:00am – 12:00pm
Afternoon sessions	Monday – Friday 12:00pm – 3:00pm

The 30 hour places are 9:00am - 3.00pm 5 days per week.

We are also offering a new flexible purchase of ‘top up’ half / full sessions and so that if you are only entitled to a 15 hour place and you would like your child to attend nursery for more sessions you can ‘top up’.

Half day sessions will be in the region of £15.00 and full day sessions will be in the region of £30.00 and will need to be booked in advance. We are finalising our pricing and purchase policy and will let you have all the information as soon as possible. Please email me if you want to express an interest in booking extra sessions.

Oakwood Nursery Staff



Alex Rose

**Nursery Teacher
& SENCO**



Julie Greaves

**Nursery Higher Level
Teaching Assistant**



Charlotte Haywood

**Keyworker
(Maternity Leave)**



Liz Haney

Keyworker



Lauren Sheehan

Teaching Assistant

The Nursery

Oakwood Nursery is a 78 place nursery for children aged 3 and 4. Our nursery building is separate from the main Infant School building, but we do share the use of both the halls.

The nursery has its own outdoor area with a range of provision to support different learning areas. We have good links with local nurseries and childminders and also with the nearby Children's Centre and Health Visitor.

Aims, Ethos and Vision

At Oakwood Nursery we believe that children learn best when they are engaged, stimulated, motivated and happy. We aim to foster a love of learning by supporting children's interests through first hand experiences that enable the children to learn about themselves, others and the world around them.

Our team works to provide a safe, nurturing and stimulating environment for all children where they can creatively grow and develop into confident, resilient and emotionally intelligent members of the school and community.

We offer a range of experiences and resources that will allow your child to learn through playing and exploring, problem solving, working with their peers and adults, being creative, being active and talking about their learning.

At Oakwood Nursery we believe that initially focussing on the areas of Communication and Language, Physical Development and Personal, Social and Emotional Development will provide children with the prime skills needed to progress onto specific areas that will include Reading, Writing and Mathematics.

We value the support of parents and carers and know that working together results in the best outcomes for the children in nursery.

Settling In

Your child's first few days and weeks in nursery are really important and we want to ensure they settle as quickly and happily as possible.

Nursery may seem a busy, bustling place which may be bewildering to little ones. That is why all parents and children will be invited to spend some time in the nursery before their starting date. This will enable you to become familiar with your child's new environment and the staff.



Our Learning

The first five years of a child's life are of vital importance. A child's experience and learning during these years is the foundation for the learning and development during the rest of his/her life.

In the nursery children learn through playing and exploring, they will be involved in rich, stimulating activities enhanced by appropriate resources that help to develop the 'whole child'.

It is important that the children choose their own activities. Children will learn much more easily if they enjoy the activities they are involved in. The children will learn from all the things they do. It is the adult's role to facilitate and extend this learning through quality interactions during the child's play.

The children will also have short sessions throughout the day where they will sing nursery rhymes, listen to stories, sing number rhymes and develop their counting skills.

The children spend time talking together and listening to each other to develop their communication skills and learn from each other.



Our Nursery Curriculum

The 'Early Years Foundation Stage'

The Early Years Foundation Stage (EYFS) sets the standards that all early years' providers must meet to ensure that children learn and develop well and are kept healthy and safe. It gives children the broad range of knowledge and skills that provide the foundation for good future progress throughout their school life and beyond. This encompasses the Nursery and Reception years.

Four guiding principles should shape practice in early years' settings. These are:

- Every child is a unique child, who is constantly learning and can be resilient, capable, confident and self-assured;
- Children learn to be strong and independent through positive relationships;
- Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents and/or carers;
- Children develop and learn in different ways and at different rates. The framework covers the education and care of all children in early years' provision, including children with special educational needs and disabilities.

Activities are planned for the children using the Early Years Foundation Stage document which divides the children's learning into

Three Prime Areas:

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

Four Specific Areas:

- Literacy;
- Mathematics;
- Understanding the World;
- Expressive Arts and Design.

Characteristics of Effective Learning

These describe factors which play a central role in a pupil's learning and in becoming an effective learner. The characteristics of effective learning run through and underpin all 7 areas of learning and development. They represent processes rather than outcomes. They include

- Playing and Exploring
- Active Learning
- Creating and Thinking Critically

What are Early Learning Goals?

The Early Learning Goals set expectations for most children to achieve by the time they leave the Reception class. They are related to the prime and specific areas mentioned above.

Personal, Social and Emotional Development

This includes Building Relationships, Managing Self and Self-Regulation.

Staff at Oakwood Nursery provide many opportunities to develop children's confidence, self-awareness and self-esteem.

The children are encouraged to nurture positive relationships with their peers and adults and to learn how to cooperate with others. We expect the children to treat each other and adults with kindness and respect.

We encourage the children to be independent (where possible and appropriate). This may include such tasks as fastening their own coat.

We also plan activities that help the children to develop an awareness of the food they eat and why healthy food is important, the importance of sleep, exercise and good personal hygiene habits including brushing teeth.

The staff also provide opportunities for children to talk about new events, special days and other issues that may prove a little unsettling for young ones. We often deal with such issues as bedtime, toileting, sharing and new babies through stories and songs.



Communication and Language

This includes Listening, Attention and Understanding and Speaking

This area of the curriculum is of paramount importance to Oakwood Nursery as we recognise the impact good communication and effective listening skills and a wide and varied vocabulary can have on children's learning and beyond into adult life. We are delighted to be nationally recognised and have been awarded an Elklan 'Communication Friendly Setting' award.

The children have lots of opportunities every day to practise and develop effective communication skills. Effective speaking and listening skills are essential for every area of the children's learning.

The staff provide a language rich environment to ensure children are given the time to talk and be listened to by both adults and their peers.

Developing children's listening skills through planned activities such as environmental walks and adding sound effects to stories allows them to be more receptive to and 'tune in' to different sounds. This skill will assist children with their phonic skills as they progress through school. Singing nursery rhymes and listening to rhyming stories will also help develop good listening skills.

Both the Nursery and Infant School are fortunate enough to have staff trained in;

- Communication Friendly Settings
- Let's Talk With Under 5's
- Let's Talk at Home
- Speech and Language Support 3-5

Physical Development

This includes Fine Motor and Gross Motor Skills.

Young children have lots of energy and they need to move!

At Oakwood Nursery the staff understand the importance for children of being physical. Movement has an impact on children's ability to concentrate, self-regulate and develop motor control and coordination skills.

The children have access every day to the outside area which includes a range of climbing equipment and apparatus they can use to practise skills such as balancing, running, crawling, jumping, lifting, bending, spinning and dancing.

We go outside in ALL weathers so please ensure your child brings appropriate clothing.

Resources are also available to help the children develop their fine motor skills. Such resources include play dough, threading, duplo, scissors, jigsaws and a range of sensory experiences. Good fine motor skills will enable the children to effectively grip and use a pencil later on, but the children do need to develop these skills before we move on to this – so we don't rush!



Literacy

This includes Comprehension, Reading and Writing

Resources and activities to develop early reading and writing skills involve looking at a wide range of books and early mark making using a variety of media such as sand, gloop, chalks and paint.

Books are always available for the children to read independently and familiar stories are enhanced with puppets, wooden spoons and small world objects to help them retell the stories using some of the story language from the book. Staff will also read core stories with your child either individually or in groups. Some of the stories read will expose the children to rhyme, alliteration and rhythm – all of which will support your child in becoming an independent reader later on.

We also read picture books with the children. These books encourage early reading skills such as talking about the pictures, using appropriate vocabulary and story language. It also encourages children to retell their own stories and understand story sequence of beginning, middle and end. These books are really important!

We follow the Read, Write Inc. programme which helps children develop their early phonic skills. Fred the frog helps children to listen and hear sounds using 'Fred Talk'. We introduce children to pictures to help them recognise letters and start to hear initial sounds in words.

The children are able to develop early writing skills both indoors and outside. The staff provide opportunities for children to write, such as shopping lists in the role play area and labels for minibeasts they have found outside. Children should always have a purpose for writing and at Oakwood Nursery we ensure that as adults we model this for the children – often through scribing their own stories in our ‘Helicopter Stories’ sessions.

The outdoor area allows the children to practise mark making on a larger scale. Writing is a very physical skill and the children need to make large marks such as lines and circles as this enables them to develop the physical skills they will need to form letters later on.

School holds ‘Stories at Bedtime’ sessions where all children are invited back to school in their pyjamas to share stories and hot chocolate before they return home to bed – a very popular event!



Mathematics

This includes Number and Numerical Patterns.

The staff provide opportunities to develop children’s understanding of numbers, measurement, pattern and shape.

We provide resources and play experiences where children can explore, enjoy, learn and talk about maths, both inside and out. We provide collections of interesting things for children to compare, sort, order, count and label in their play. We sing rhymes, songs and read stories involving numbers, counting and shape, space and measures. We also play traditional games that allow the children to see numbers in

context. The staff also ensure that maths is visible around the nursery so that children can see numbers in the environment.

We also provide lots of opportunities for children to carry out problem solving in a social context to develop their mathematical ability. You may see children working out how to fit a certain amount of bricks into their wheelbarrow as they pretend to be on a building site outside!

Cooking and baking are also great ways to talk about maths in a practical way!



Understanding the World

This includes Past and Present, People, Culture and Communities, and The Natural World.

Activities that help the children to understand the world around them are based on first hand experiences where they have opportunities to observe, experiment, investigate, ask questions and use all of their senses.

We encourage children to develop their respect for the natural environment and are very lucky to have access to a fantastic Forest School area in the school grounds. Children are helped to know more about the life cycle of plants and animals and care for the animals and plants in Nursery. We are very lucky to have a hamster, chickens, rabbits and guinea pigs in school to help the children experience looking after animals.

We celebrate traditional, family and cultural customs such as birthdays, Christmas, Chinese New Year and Pancake Day. We encourage children to be aware of their own family story and their local community. We look to explore and use our local community where possible; inviting in such people as police officers and making local trips within the surrounding area.



Expressive Arts and Design

This includes Creating with Materials and Being Imaginative and Expressive.

Expressive arts allow children to explore and experiment with ideas, materials and feelings. Through such experimentation and exploration the children will learn to develop their imagination, work collaboratively with others and extend their vocabulary.

At Oakwood Nursery we provide many opportunities for the children to express themselves. They will be engaged in different levels of play from large doll play to role play and small world play. They will have opportunities to take on roles such as doctors, vets, hairdressers and builders.

We provide lots of opportunities for singing, dancing and playing musical instruments and we encourage all children to participate in these activities. They allow children to express themselves freely and find their own ways of collaborating with others.

Children will also have access to a wide range of media including glue, paint, print ink, playdough, feathers and sequins and junk modelling which they can use to create their own masterpieces. The emphasis here is on the process of making rather than the end product. Such opportunities help the children to develop imagination, planning skills, problem solving and fun!



Key Worker Groups

When children start Oakwood Nursery they will have a named Key Worker who will spend some time every day alongside your child facilitating and enhancing their learning.

Your child's key worker will also carry out observations and record keeping for your child.

Records of Development and Learning Journeys

At Oakwood Nursery we keep an ongoing and up to date record of your child's progress. This is done through observations, ongoing assessment and focussed activities. Keeping such records allows staff to identify next steps for your child and ensure that we provide the relevant and necessary resources and teaching to facilitate progress at a pace appropriate for your child.

Each child will have an individual learning journey that includes photographs, some work, notes about learning that has taken place and detailed observations completed by staff that show achievement, progress and also identify next steps.

If at any point throughout the year you have concerns about your child's development or progress, please come and speak to a member of staff.

We hold formal Parent's Meetings twice a year to discuss your child's progress.

Special Educational Needs and Disability (SEND)

At various times during their school life, children may have a special educational need and/or disability (SEND). We recognise that children progress at different levels and we treat all children as individuals. We believe strongly in the early identification of SEND and so carefully monitor children's development and discuss any concerns with parents and the school's Special Needs Co-ordinator (SENCO), Mrs Rose.

If children do require SEN Support, we will develop individual targets and plan additional/adapted provision in school. Children may receive additional teaching support both within the classroom and by being included in targeted intervention groups. Progress towards targets is formally reviewed termly by the class teacher, SENCO and parents.

External professionals may also be involved and the school works in close partnership with a number of these including Speech & Language Therapists, Physiotherapists, and specialist teachers from the Derby City Specialist Teacher and Educational Psychology Service. (STePS).

More information about how we support children with SEND can be found on the school website, where you will find our SEND Information Report which is part of the Derby Local Offer for learners with SEND. Derby City Council's full Local Offer can be found at: www.derby.gov.uk/sendlocaloffer

Safeguarding

Here at Oakwood Infant and Nursery School we take the safety and welfare of our pupils very seriously. Rigorous steps are taken to ensure that children stay safe and do not come to any harm. We work closely with parents / carers and a range of professional external agencies in order to secure this.

If you have any concerns, no matter how small they may seem, about the safety or welfare of any child, please contact the school's Designated Lead for Child Protection, Deb Ward, Head Teacher or Lynda Lloyd, Safeguarding and Welfare Manager.

First Response

Derby City Council provide a **First Response** team who deal with all serious child protection concerns where a child is considered to be at risk of significant harm. Please call **First Response** direct should your concern be urgent - details below:

Telephone: 01332 641172

Website: <http://www.derby.gov.uk/health-and-social-care/>

Illness and Medicines

If your child needs medicine on a regular basis for a diagnosed medical condition (e.g. asthma inhalers), you will need to complete a consent form and leave the medication with us so that we can administer it when required.

We can also administer medication prescribed for other childhood illnesses. Again, a consent form must be completed.

Please be aware we can only administer medication that has been prescribed by the GP. The information you provide on the consent form **MUST** match the prescription information on the medicine packaging.

Please let us know if your child requires any medication and we will discuss this with you.

Please remember that tummy upsets, sickness and diarrhoea spread quickly and easily around a nursery. Children MUST remain away from nursery for 48 hours from the end of illness.

Accidents

If your child becomes ill at nursery or has an accident, we will need to contact you as soon as possible. Please ensure we have accurate and up to date phone numbers. If your child is hurt at nursery the accident is recorded in an accident book. A yellow coloured slip is given to parents/carers if a child bumps their head, explaining the position of the bump and we will also inform you verbally of the accident.

Toys and Jewellery

At Oakwood Nursery we are always pleased to see 'special' items that children want to tell us about, but please keep money, toys and jewellery at home. Such items can

easily be lost or broken and children can get very upset by this. If there is a particular item your child wishes to share, please let us know and we can keep it safe until the end of the session.

We do recognise that some children feel more secure in a new setting if they have some kind of 'comforter' with them. We do, however, discourage the use of dummies.

Nursery Photographs

The school photographer comes into school to take individual photos of the children.

What to Wear at Nursery

Children at Oakwood Nursery can wear the school uniform but this is not a requirement. They have lots of fun learning in different (sometimes slightly messy!) ways so we would ask that you refrain from sending children in their 'best' clothes.

All children need to have suitable outdoor clothing as we learn outdoors whatever the weather. We provide waterproof suits but all children need to bring their own wellies to keep in nursery.

We encourage the children to be independent where possible. Elasticated waists and jogging bottoms are far easier for the children than jeans, buttons, belts and dungarees – especially when nature calls! Velcro on shoes is also much more child friendly than buckles or laces.

Consent Forms

Consent forms must be completed by parents/carers on a child's admission to nursery. They are required in line with safeguarding and Data Protection procedures for outings, photographs, videos and documentation of learning.

Visits and Outings

As part of providing our children at Oakwood Nursery, we may sometimes take the children out of school for short visits. We will need your permission for this.

Photographs and Videos

We use photographs for many purposes in our nursery. They are included in learning journeys, on displays to celebrate children's work and achievements and to help the children find coat pegs. We need your permission for this.

Mobile Phone and Smoking Policy

The whole of the school property, both inside and out, is a designated no smoking area. This includes the use of vapour/liquid equipment.

Children are not allowed to bring mobile phones to school or other devices to school.

Intimate Care

It is generally expected that most children starting nursery will be out of nappies and be developing their levels of independence in toileting. We will support children to become independent in partnership with their parents.

Children in the EYFS have access to the toilet whenever they need to and are encouraged to be as independent as is age and developmentally appropriate. They are reminded at regular times to go to the toilet and are also encouraged to wash their hands after the toilet.

Children who have SEND/ medical conditions may require ongoing support and so we will develop an individual Toileting and Continence Plan with parents and any specialists involved

At Oakwood Infant and Nursery School we are committed to safeguarding and promoting the welfare of children. We are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. We are committed to ensuring that children are treated with sensitivity and respect.

Parents/carers should give permission for intimate care as children enter Early Years Foundation Stage (EYFS). The permission slips are kept on record. All staff are informed of those children where no permission is given.

Nursery Lunches

Lunchtime is 11:45am to 12:45pm. We encourage the children to bring healthy food if bringing a packed lunch. Please don't send nuts/nut products in light of allergies. Children can choose to have a school dinner and pay using our online payment system 'Scopay' at a cost of £2.00 per day. Please let the nursery staff know each morning if a school dinner is required.

Snack Time

This is a social time where fruit and a drink are enjoyed and children talk with each other and their Keyworker. The fruit and milk is provided by nursery.

We also ask that you provide a named water bottle for the children to have in nursery. It should contain only water – no juice or fizzy drinks please!

Access

Children enter the nursery via the nursery gate. This will be opened at 9.00 am and closed at 9.15am. In the afternoon the gate will be open from 3.00pm.

Parents/carers are welcome to come in to the nursery in a morning to work alongside their child/children, for a short time, on a chosen activity to ensure their child is settled.

Please do not park in the school grounds and be considerate to our neighbours when using the roads around school. Please ensure you use the pedestrian gates when dropping off and collecting your child/children.

Behaviour

Our vision at Oakwood Infant and Nursery School is 'Teaching with compassion'. Establishing trusting and respectful relationships is the key to all that we do at Oakwood Infant and Nursery School. Staff take the time to listen and take notice of each child and what is important to them, ensuring they feel valued and that they belong.

We have three simple rules. We are always:

Ready to listen; to learn; to make good choices;

Respectful, understanding we are all different; looking after each other; looking after our school; showing kindness; listening to each other;

Safe, because we make good choices; play with kindness; play in safe places.

We aim to achieve this through:

- Meeting and greeting EVERY child with positivity and a smile.
- Persistently recognising children making good choices.
- Relentlessly working to build mutual trust, never giving up.
- Always behaving with humility and compassion.

Our behaviour expectations are based on positive action, which is recognition and reward. We have a 'recognition tree' in nursery and put the children's names and pictures on the tree to recognise when their choices show us that they are ready, respectful and safe. We will send home a note to say 'I have been on the recognition tree today!' so you can celebrate with them too.

We also like to share lots of positive news and images using the Class Dojo app.

Staff may occasionally notice a change in a child's behaviour. If this happens we will speak to parents/carers in a confidential, sensitive and positive way. We also greatly appreciate parents/carers letting us know when they drop children off, if anything may have happened to unsettle or upset a child, so that we can work to help the child feel happier and calmer.

Just to say...

We hope this booklet has gone some way to explaining how we learn and have fun at Oakwood Nursery.

Please remember that if you should have any more questions or concerns, our friendly and approachable team is here to help and support you.

We look forward to working with you and welcoming your child/children to our nursery – we hope you have a wonderful time here!

