



September  
2020

# Welcome to Nursery!

Drove Nursery Welcome Meeting



# Green Nursery

## Staff Members

**Class Teacher:**

Miss Richardson



**Key Workers:**

Mrs Khan

Mrs Szuster



# Yellow Nursery

## Staff Members

**Class Teacher:**

Mrs Sheen

**Key Workers:**

Mrs Graham

Mrs Sheikh



# Blue Nursery

## Staff Members

**Class Teacher:**

Mrs Lane

**Key Workers:**

Mrs Cordial

Miss Hendon



# Key Workers



For the first couple of weeks we like the children to settle in to the nursery routines and form good relationships with both staff and children before we allocate each child a key worker.

Each key worker is responsible for a small group of children. They will keep up to date observations for their learning journeys and providing close support to the children in their group.

Key workers will be available to talk to at the beginning and end of the session, however there will be parents meetings scheduled throughout the academic year. You can also schedule a meeting outside of parents evenings.



# Our Day



Here is an idea of a typical day in nursery. We follow this timetable however we are flexible and sometimes adjust this schedule according to how the children are learning that day.

	AM	PM
Gates open	8.25	12.25
Welcome + Free Reading	8.30 – 8.40	12.30 – 12.40
Whole Class Session	8.45 – 9.00	12.45 – 13.00
Learning Session 1	9.05 – 10.10	13.05 – 14.10
Snack	10.15 – 10.45	14.15 – 14.45
Learning Session 2	10.45 – 11.05	14.45 – 15.05
Story Time	11.05 – 11.20	15.05 – 15.20
Home Time	11.25 – 11.30	15.25 – 15.30

# Snack Time



Children learn about healthy eating, how to feed themselves and independence. Please do not allow your child to bring any food or drink in to nursery as we have children with allergies who may be affected by what they bring.

Snack is provided and prepared by nursery staff for £1 per week.

Within the first few weeks of starting nursery you will receive information from the office on how to pay for snack using our system Parent Pay.



# Toileting



The summer holidays are a great opportunity to get your child toilet trained. If they are still getting the hang of it when they get to nursery we can continue the process.

We have changing mats, potties and small toilets in every nursery classroom.

If your child is in nappies they will be able to be changed at nursery by staff. Parents will need to sign a consent form for this that will be provided.

Please supply your own nappies.





## What you need

Every child should bring a backpack that contains:

- Spare clothes
- Water bottle
- Nappy changing materials if required

You will receive a letter detailing in detail what P.E. kit is required.

- Plain white t-shirt
- Blue sports shorts
- Black plimsolls

We also request that a raincoat and a pair of wellington boots are left at nursery for your child.

In summer we ask that sun cream be applied before nursery and that sunhats are brought to nursery.





# Settling In

**Coming to nursery is a big step!**

**We have a carefully monitored settling in process that we follow to make sure your child settles in as quickly as possible.**

## The Process:

- To start with, not all children will attend nursery at the same time. We allocate 1 hour slots to each child and we slowly build this up to the full three hours.
- Each child is an individual. We base the amount of time that they are in the classroom on how they are coping with the settling in process, eventually working up to the full 3 hours.
- We ask that on their first day at least one adult is available to attend the session with them.



**Thank You!**



**Miss Richardson, Mrs  
Sheen and Mrs Lane**

**We can't wait to meet  
you!**

**If you have any questions  
please call our Nursery  
Office.**

