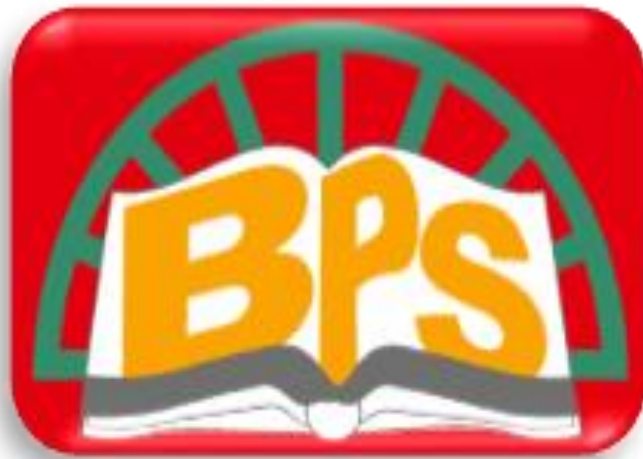


Brinsley Primary and Nursery School
Foundation Unit Parent Booklet



School Address: -

Brinsley Primary and Nursery School,

Moor Road,

Brinsley.

Nottingham.

Nottinghamshire.

NG16 5AZ

Telephone Number: - 01773 783898

Email: - office19@brinsley.notts.sch.uk

Local Authority: - Nottinghamshire County Council

Website: - <http://www.brinsley.notts.sch.uk>

Welcome to Brinsley Foundation Unit

Dear Parents/Carers

For many of you this will be your first contact with the education system and our aim is to work in partnership with you to provide the best start to nursery education for your child. Our Philosophy of Early Years education at Brinsley Foundation Unit is two fold;

- Firstly to develop the child as a person, their self-esteem, positive attitudes towards learning and their social skills.
- Secondly to make learning fun and stimulating by providing high quality learning and teaching opportunities and allow children to have time to direct their own learning.

We do this by providing an excellent indoor and outdoor learning environment staffed by experienced, well qualified teachers and nursery nurses. We are very proud of our OFSTED report, which stated that Brinsley Primary and Nursery School was *GOOD* in all areas.

Karen Williams

Foundation Unit Manager



Admissions

Children can start at nursery the term after their third birthday. We offer 15 hours of universal early years education which is taken over 5 morning or 5 afternoon sessions. We also have a limited number of places available for the 30 hours provision, however you must apply for eligibility for these hours and check that we have a place for your child. For more information, please ask at the school office or look on one of the following websites, to check eligibility:

<https://www.childcarechoices.gov.uk/> or
<https://www.gov.uk/childcare-calculator>

Opening Times for Foundation One **only** (Nursery)

Morning Session

8.30am Doors open for arrival

11.30am Doors open for collection

Afternoon Session

12.20pm Doors open for arrival

3.20pm Doors open for collection

Children who are offered a 30 hour place, will be able to stay for lunchtime, for a small charge. The lunchtime spans between the morning and afternoon sessions from 11.30am to 12.20pm. Children can order a school dinner or bring a packed lunch.

The Foundation Two (Reception) children will attend during normal school hours. The classroom doors will open at 8.50am and children are to be collected at 3.15pm.

- Only named adults over 16 years can collect children
- Please collect children promptly at the end of each session. In case of emergencies, always ring Nursery so that we know what is happening.

Staffing

Brinsley Foundation Unit has a dedicated staff team. All our staff are very experienced and well qualified and have a range of individual skills and expertise. The staff work tirelessly to provide the best possible learning and teaching for the children in nursery. The nursery has an active Governing Body, which works with the staff to maintain our "Good" Ofsted Judgment at the inspection in July 2017.

| | |
|-----------------|--|
| Emma Haywood | -Head teacher |
| Karen Williams | - Foundation Unit Manager/ Foundation One Teacher |
| Kelly Henderson | - Foundation One Teacher |
| Tom Turner | - Foundation Two Teacher |
| Louise Simpson | - Foundation Stage Teaching Assistant |
| Laura Maule | - Foundation Stage Teaching Assistant |
| Jodie Baldwin | - Foundation Stage Teaching Assistant |
| Sarah Meakin | -Teaching Assistant/Lunchtime cover |
| Mark Thorpe | - Site manager |
| Lorraine Berry | - Chair of Governors |

Our Environment

The safety of children is always our number one priority. Secure perimeter fencing discourages trespassers onto the school site. This helps maintain a safe outdoor environment for our children. We have developed secure entry systems and protocols to ensure the safety of the children within the Foundation Unit.

We offer the children continuous indoor and outdoor learning so that they can choose how and where they play and learn. Our learning spaces are well resourced with high quality furnishings and equipment. Our indoor area is well organised and stimulating and our outdoor learning area offers a superb space for our children to play, learn and have fun.

Our school is committed to safeguarding and we follow all Nottinghamshire Guidance with regards to safeguarding adults and children.

We have a duty to:

- Take action if we suspect any of our children may be at risk.
- Provide a safe and secure environment for children and adults.
- Follow county guidelines for Safer Recruitment.
- Check all staff and adults in a supervisory role with children have appropriate checks such as DBS.

To view specific policies please ask in the office.

The Early Years Foundation Stage Curriculum

The early years curriculum is based on "The Early Years Foundation Stage" or EYFS. This is a statutory framework, which outlines the principles for care and education for 0-5yr olds. In the Foundation Unit we have integrated the principles and framework from the EYFS into our practice so that we provide the highest quality play and learning experiences for our children.

The EYFS highlights the key characteristics of Effective Learning including: -

- Playing and exploring
- Active learning
- Creativity and thinking critically

These characteristics are developed through 3 prime areas.

Personal, social & emotional development, Physical development and Communication & language.

A further 4 specific areas grow out of the prime areas, developing children's skills and knowledge further. These include:

Literacy (reading & writing), Mathematics (numbers, shape, space & measure), Understanding of the World and Expressive Arts & Design

Learning and Development

- The characteristics and key areas of learning and development together make up the skills, knowledge and experiences appropriate for young children as they grow, learn and develop.
- In Foundation we link the learning areas together into fun, meaningful and motivating themes (these themes change half termly)
- Our staff support the children's learning in a variety of ways taking into account previous knowledge, learning and learning styles.
- The teaching and learning environment promotes understanding of cultural diversity and equal opportunities.



Assessment and Observations

We like to work with parents in determining the learning goals for our children. We encourage staff and parents to share information about achievements and progress so that staff can provide challenge and support for each child. A record of key achievements and progress is compiled using different ways of recording through exercise books, 2 Simple observations, and simple assessments that are carried out termly using O'Track.

Parent Partnership

Sharing information between home and nursery is vital to develop good relationships and support our children. We value parent's input and staff are available at the beginning of each session to talk with parents and carers.

Additional parent/carer links;

- ✓ News letters
- ✓ Specific information letters...school trips etc.
- ✓ Sharing our learning, with a newsletter explaining the learning for each topic.
- ✓ Parents notice board
- ✓ Parents Open Evening
- ✓ Activity Days
- ✓ Learning Journeys using the 2 Build a Profile Software
- ✓ Website

Should you wish to visit the unit and find out more about what happens and see the children at play then please do not hesitate to come and see us. We are here to support and help in any way we can.



Behaviour

Within the Foundation Unit we encourage children to work alongside one another and promote good behaviour with consistent positive messages. All staff manage behaviour in a positive way using words and key phrases to reinforce the expectations within Foundation. E.g. "good sharing". These phrases are used to either praise children or remind them of the expected behaviour. In addition, we have many positive rewards and incentives to encourage children, such as star stickers and a weekly Beak of the Week in both Foundation One and Two. If sanctions are required then children are encouraged to think about why their behaviour was not acceptable. Behaviour is managed in both classrooms, and when required time out will be given to allow the child time to think about and reflect upon their choices and actions.

Children are asked to follow the Foundation Unit Rules on a daily basis:

- Do as you are asked by an adult.
- Put your hand up to speak.
- Use your walking feet inside.
- Tidy up when the music is played.
- Keep your hands and feet to yourself.
- Use your listening ears.

School Website

Our website has an up-to-date calendar, letters, policies and procedures for parents to access. Please check the website regularly for updated information.

Healthy Living

At Brinsley Foundation Unit we develop the children's awareness of healthy eating, exercise, hygiene and well being. The children are involved in food preparation, baking, growing activities and simple hygiene routines. Each day the children have a healthy snack including a choice of fruit and a range of healthy foods. We encourage children to sample a range of foods including different foods from around the world.



Community links

Brinsley is a strong community and we have developed excellent links with the other schools within the area. We also link with many of the community and health services reflecting the needs of our children, parents and community. We value the input and support of our parents and community.

Clothing

Learning and play at nursery is always active and often messy. We encourage children to wear comfortable clothes, which don't need to be kept clean and sensible footwear for climbing and physical activities. Please label clothing, especially hats and coats, thus making it easier for items to be found and returned. We do have school uniform available if parents would like, these are available to order in the school website.

Jewellery

For safety reasons we ask that children do not wear jewellery to school with the exception of ear studs.

Illness

Please note that your child must not return to school until 48 hours after their last bout of sickness or diarrhoea. Please inform us if your child is absent through illness.



Complaints Procedure

Staff are always available if you have an issue that you need to discuss. The end of a session or day is usually the best time to talk. If you have any further concerns, please speak to Mrs. Haywood the Head teacher and/or Mrs Berry our Chair of Governors. Our philosophy is to talk and work with parents so that concerns do not turn into major issues. We always welcome your thoughts and feedback.

Policies on complaints are available from the school website.

Governing Body

The Governing Body of Brinsley Primary and Nursery School is comprised of representatives of the Councillors, Parents and Staff.

Chair of Governors Lorraine Berry

Head teacher Emma Haywood