



# St. Mark's Church of England Primary School and Nursery

## Nursery Information Booklet for Parents / Carers

### Our Nursery

Thank you for your interest in St Mark's Nursery. As a team of kind, well qualified and experienced staff, we work hard to provide a safe, enriching play-based environment for your child. Using our knowledge of child development, we create a range of opportunities for your child to feel happy and secure in a nursery setting. As part of the St Mark's school community, children develop their sense of self, become confident and independent with self care, experience friendship, and develop their social communications skills. There are lots of opportunities to be actively involved, learning about nature, wildlife, people and culture. We provide time and resources so they can think critically, problem solve, develop their own ideas, make choices, and work collaboratively. We care and support children, encouraging them to persevere with their endeavors, learn from their mistakes, have a second go, make a new plan. In our nurturing environment, children develop resilience, experience and share success and achievement with others, develop their interests, and broaden their knowledge of their world.

### Our Aims:

- To be a value-led community, based on Christian principles; promoting positive attitudes towards different abilities, cultures, gender, feelings and needs.
- To ensure that your child has a happy, fun and stimulating early years experience.
- To ensure that your child feels valued and respected as an individual.
- To support your child with kind, nurturing positive role models who love to play.
- To develop positive parent partnerships, where parents know they are vital to their child's development and feel supported in their parenting responsibilities.
- To provide extended time for free play, both indoors and outside, so children have space to explore their own interests, collaborate, investigate and create; supported by timely adult interactions.
- To observe, assess and plan, so each child makes progress that is appropriate for their age and stage of development.

### Nursery Funding Information

1. All families of 3 and 4-year-olds receive up to 15 hours per week of funded childcare, the term after their child turns 3. We claim for the actual hours your child is in our setting.
2. We can claim up to an additional 15 hours of funded childcare for some 3 and 4-year-olds, the term after their child turns 3. \*
3. You must apply for your eligibility code the term before you require the additional funding. Autumn Term funding, apply by 31<sup>st</sup> August, Spring Term funding, apply by 31<sup>st</sup> December, Summer Term funding, apply by 31<sup>st</sup> March. Log onto [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) for further information
4. From April 2024, all working parents of two year olds will receive 15 hours of funded provision for 38 weeks per year.

\*Eligibility Rules for the [extended funded provision](#) (up to 15 hours) for 3 and 4-year olds

- Both parents must be working or the sole parent is working in a lone parent family
- Each parent earns on average, a weekly minimum equivalent to 16 hours at Minimum Wage or National Living Wage.
- Each parent's annual income is less than £100,000
- You live in England

## **Nursery Fee Information**

If your child is not eligible for funding, parents pay for sessions. Also, any provision over your funded allocation will be charged at our hourly rate. **THIS IS CURRENTLY UNDER REVIEW**

- Hourly rate for fee paying children                      £4.80
- Hourly rate for funded 3-year-olds                      £4.40

## **Nursery Sessions**

- Mornings: 8.50am – 11.50am
- Lunch: 11.50am – 12.50pm
- Full Days: 8.50am – 3.20pm
- Wrap Around Care for children aged 3 and upwards, from Mosaics based at St Mark's:  
7.45am – 8.45am / 3.15pm – 5.45pm (5pm Fridays)

## **Mosaics Wrap Around Care**

Please contact Mosaic directly ([mosaics@st-marks.cumbria.sch.uk](mailto:mosaics@st-marks.cumbria.sch.uk) / **01539 560719**) for information and to book your place. There are limited spaces for 3-year-olds so book asap.

## Early Years Foundation Stage

The Nursery staff team, together, with Reception, provide children with a two year Foundation Stage curriculum. The Nursery and Reception Class, make up the St Mark's Early Years Foundation Stage. The teachers, and early years teaching assistants, work closely together. The children are known by all the staff. They share the outdoor play space at times and have experiences together across the year – visitors like Father Christmas, special assemblies, school trips etc.

This is a special part of the school, where children's first experience of education and learning is play based and predominantly child-led. The Early Years Foundation Stage curriculum, planned by the teaching staff, is a progressive model. Throughout the two years, children are given numerous opportunities to practice, repeat and consolidate their skills. Our experienced teaching and support staff, play with the children, throughout the day, using a variety of strategies to support, challenge and extend the child's experience and learning.

## Curriculum

St Mark's Early Years Curriculum incorporates the needs and interests of the child, our different play environments, our families, observation and assessment, the knowledge and expertise of our staff and the importance of inclusion. Our curriculum outlines what children should know and be able to do before starting the National Curriculum in Year One. It also includes our pedagogy – how the knowledge and skills are transmitted to the children. With our two year olds, we focus on the three prime areas. With our three and four year olds, there are seven areas of learning, that we cover.

Our curriculum's **prime areas of learning** are:

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

Further areas of learning, for the three and four year olds are:

- Maths
- Literacy
- Understanding of the World
- Expressive Art and Design

Children are offered a broad and balanced curriculum and all aspects are covered. We utilise the children's family backgrounds, seasonal topics, festivals, national and local events. Children develop most of the age appropriate skills and knowledge during their play. Their learning is supported by the staff team, who set up and resource the play spaces; and use their knowledge of child development to support and scaffold the child's learning. Children benefit from having some of the foundation stage skills being modelled and taught in small group activities.

## Our Play and Learning Environments:

*Children will use all these spaces across the week in nursery.*

- The indoor classroom
- Our pod
- Our nursery garden
- Our Reception Outdoor Area
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- Our school field
- The school hall for PE lessons
- Adventure Playground
- Hidden Haven
- Our MUGA

## The Nursery Day

8.50	Arrival
9.00	Carpet time with register, followed by a teaching input and adult led small group activities  <i>2-3's have age related activities in the pod</i>
9.20 – 10.15	Free Play
10.15 – 10.30	Snack Time
10.30 – 11.30	Free Play
11.30	Phonics in small groups  <i>2-3's enjoy nursery rhymes, musical instruments, speaking and listening games in the pod</i>
11.45	Lunch
12.30 – 1.30	Free Play
1.30	Register, story, teaching input and small group adult led activity  <i>2-3's have their story in the pod</i>
1.45 – 2.45	Free Play
2.45 – 3.20	Dough disco, story and songs
3.20pm	Home Time

## What Your Child Will Need For Nursery

1. A small drawstring bag containing named spare clothes, a named sunhat, named suncream, named mittens and hat.
2. A named splashsuit and named wellies for outside, wet play.
3. A named waterbottle

## Food For Nursery

### **WE ARE A NUT FREE SCHOOL**

Each morning your child attends nursery, they will need to bring:

1. A piece of fruit for morning snack, in a named pot / small sandwich bag.
2. A healthy packed lunch if they are staying for lunch / all day

## Staying For Lunch At Nursery

The nursery children go to the school hall for their lunch with children from Reception and Year 1. Nursery children sit together. A member of the nursery team and our nursery lunchtime supervisor, sit with the children during lunch.

If you would like advice about your child's dietary preferences, do speak to one of the nursery team.

### **Some popular and suitable lunch time items are:**

A couple of small sandwiches  
Crackers and cheese  
Mini sausages  
Breadsticks / humous / soft cheese  
Raisins  
Grapes – sliced longways  
Strawberries / blueberries  
Some vegetables like carrot or cucumber sticks, mini tomatoes etc.

### **If your child prefers something warm:**

A pasta or rice dish in a warm thermos flask

*(We do not have the facility to warm up food at lunchtime)*

**Please avoid sugary snacks and full bags of crisps. Choose healthy options as much as possible.**

## What To Wear For Nursery

During your child's time with us, we hope they will grow in confidence and **independence**. To this end, please dress your child in clothes they can take on and off easily. Choices that encourage independence are best:

- Jogging bottoms
- Leggings

- Skirts with elasticated waist
- Velcro shoes.

**Please avoid special clothes, dresses that are tricky to manage independently in the toilet; belts, jeans, dungarees, lace up or buckle shoes that your child cannot fasten/unfasten on their own.**

Hopefully, at nursery, your child will get muddy, wet, covered in paint, playdough, foam, sand etc. whilst they play. We do use aprons, but please dress your child in clothes and a coat that you don't mind getting messy!

**Please name all your child's belongings.**

## **Key Children**

The nursery staff will help your child to settle. Each child is given a key worker. They are responsible for getting to know your child really well, recording your child's development during nursery, and partnering with you.

## **Tapestry: Online Learning Journey and Communication Tool**

We use Tapestry to send you photos and updates on your child's time at nursery. You can communicate directly with your child's key worker via Tapestry. Please complete a consent form in order to access this communication tool.

## **Monitoring Your Child's Progress**

All children are observed by staff and we complete a 'baseline' assessment for each child, when they start Nursery. We assess children each term and provide an end of term report for those children moving into Reception. We have a Parents Evening in the Autumn and Spring Term, which is an opportunity to discuss your child's progress. Your child will regularly bring home examples of their art work, mark making, early drawing skills, cooking creations, forest school activities etc.

Our records are passed onto the Reception staff and transition meetings are held between Mrs Clarke and the Reception staff, before your child starts school.

## **Links With School**

Nursery children are very much part of the school community. They take part in assemblies twice a week, join in with special events across the year like National Poetry Day, Children In Need, Christmas Jumper Day, World Book Day, Red Nose Day, Sports Day, visits to St Mark's Church. Nursery families are invited to the village lantern parade, Christmas and Summer fairs etc.

## **Transition To Reception:**

In their final term in nursery, they will spend time in the Reception class and the Reception staff will spend time with them. Home visits are carried out before your child starts Reception.

## **Special Visitors**

Older children from other classes, volunteers, visitors like the local doctor, nurse, police, dentist etc and other school staff, visit from time to time.

## **Drop Off and Pick up Procedure**

8.50am: Drop off your child at the wooden nursery gate. Children quickly get used to walking along the nursery path, having been greeted by nursery staff.

3.20pm: Come to the nursery door to collect your child. This will enable us to give your brief feedback on their day.

**Please inform the staff member if another adult, who is known to the setting (named on registration form) will be collecting your child on that day.**

**Please note that unless we have been informed prior to collection in the morning; or in the case of an emergency, you have called the setting to inform us that someone else will be collecting your child, he/she will not be allowed to leave the setting until we have made contact with a parent to verify the arrangements.**

## **Absence**

Please phone or email us if your child will not be attending for any reason i.e. sickness/ holiday. Any unexplained absence is followed up with a phone call after the 3<sup>rd</sup> day of absence, in accordance with our safeguarding policy.

## **Medication**

If your child requires medication during nursery hours, please go to the school office and complete the 'Administering Medication,' form. You must provide your child's medicine with the original packaging and pharmacist's label.

## **Special Educational Needs**

We are an inclusive nursery, and welcome all children. Please speak to Mrs Clarke if you have specific questions or concerns about your child.

## **Open Door Policy**

During your child's time at nursery, if you would like to talk to a member of the nursery team, do let us know. When parents and early years settings work closely together, the child benefits immensely.

## **How Parents Can Help In Nursery**

We would love you to join the school Parent Teacher Association. If you have a special interest or talent that you would be willing to share with the children, please get in touch. We are always on the look out for joiners and gardeners to help us with the upkeep of our outdoor play spaces. If you could help in this way, we'd love to hear from you.

We hope that your time spent with us will be a happy and memorable experience. We look forward to working with you and your child.

## Visits and Settling In Days

Every child is different when it comes to settling into nursery, so we adopt a flexible approach, providing the care and support that the individual child needs.

Before your child starts, we recommend a couple of 30 min visits, with the parent staying too, if necessary.

On your child's first official day at nursery, we recommend that you have someone on stand-by for the first few sessions. We will give you regular feedback during these initial sessions and you are always welcome to ring for an update.

