



Welcome to our New To Nursery Meeting 2024



Our School Leadership Team



Our Headteacher

Miss Emma Fenn

Deputy Headteacher/Key Stage 2 Lead

Mrs Louise McLellan



Assistant Headteacher/Key Stage 1 and EYFS Lead

Mrs Tracey Couch





Welcome to 'Acorns,' our Nursery class at Redbourn Primary School

We are delighted that you have chosen to send your children to our Nursery and are very much looking forward to meeting you and working with you.





Meet The Nursery Staff Team

Currently we have two Nursery Teachers.

- **Mrs Helen Keith**

(Mrs Keith who is the teacher on Mondays, Tuesdays and alternate Wednesday mornings.)

- **Mrs Kath Grimes**

(Mrs Grimes who is the teacher on alternate Wednesday mornings, Wednesday afternoons, Thursdays and Fridays)



Nursery Practitioners

- **Miss Lydia Morley** (Early Years Practitioner)

We also have the support of a Teaching and Learning Assistant in each session.





Foundation Stage Additional Staff

Here are some other teachers you might meet:

- Mrs Juliet Scourfield – Foundation Stage Phase Leader

Mrs Scourfield will oversee the running of our Nursery and Reception classes and will meet and get to know the new children when they arrive.



- Mrs Jenny North-Special Educational Needs Coordinator

Mrs North is in charge of making sure that we meet the needs of all our children to the best of our ability. She is there to help support us, and you, with any concerns that arise around learning and development.



Nursery Visits

We are so pleased to welcome you today, and to offer you and your child the chance to look around our indoor and outdoor environments prior to your child joining us in September.





Induction Process

Home Visits

Before your child joins us in Nursery we aim to visit every child at home.

This really helps your child to get to know us a little bit so that we don't seem like strangers and means that we can talk about our memories of the visit when they start.

It also provides a really valuable opportunity for you to share information with us about your child so that we can offer them the best support possible as they start their school career.

Home visits will take place on the **first week of term, 3rd and 4th September 2024.**

Pre-School Experience

As well as conducting home visits, we make an effort each year to visit our main pre-school providers before the end of the Summer term.

If we are unable to visit, we try to make contact with providers over the phone. If you haven't already, please do let the office know if your child is attending a pre-school or Nursery and which one it is, so that we can include them in our outreach work.



Induction Process



Starting at Nursery

Following your home visit, your child will be invited to come in for a **one hour** visit with you or another family member (just one adult please).

This will be on **one of the following dates;**

Thursday 5th September or Friday 6th September

We will be taking in two groups during the course of the afternoon, for an hour each.

(12.30-1.30pm and 2-3 pm)

This is so that your child has the opportunity to re-visit Nursery and find out about the welcome routines etc in a small group before they stay for the full session. We ask that the adult who brings your child stays for the first part, then leaves to have a quick coffee and a chat with the other parents and to meet the Headteacher. It would be really helpful if you could talk to your child before they come and explain to them what will be happening, in really positive terms. We hope the children will be excited to visit us!



Key Transition Dates:

Two visits to school in summer term 2024

• September 2024

To aid transition:

- Week 1 of term: (3rd and 4th September) Home visit
- Week 1 of term: (5th and 6th September) 1 hour visit to school
- Week 2 of term: (Week beginning 9th September) Mornings or afternoons –no lunchtimes
- Week 3 of term: (Week beginning 16th September) Fulltime allocation of hours and Treetops
- October: Fulltime allocation of hours, Treetops and Lunch Club

Induction Process



Nursery Gate

First Full Session

All children will have **their first full Nursery session** on Monday 9th September. Parents/ carers do not stay this time. Children will attend every day for their morning or afternoon session from this point on.

You will have been allocated either a morning or afternoon place.
(8.40-11.40am / 12.30-3.30pm)

Perimeter
Gate



Morning Nursery

On your child's first full session, please bring them to the Nursery door. Please be punctual as the Nursery door is closed promptly at 8.50am and any children arriving after this time will need to report to the Office.

Afternoon Nursery

Please bring your children to the perimeter gate situated to the left of the Main Office. A member of staff will open this promptly at 12.30pm to admit you and will wait by the gate while you escort your children to the Nursery door. The gate will be locked promptly after this to ensure the safety of all the children on site, so we do ask that you arrive on time please. **Late arrivals will need to report to the Office.**

First full session continued...



Please come up to the Nursery door with your child...but we ask that you say goodbye there and make the separation as quickly and positively as possible. It is the actual separation children find difficult and it is rare for them not to settle within a few minutes of this happening.

If they don't settle, we will always contact you, and work with you, to find the best way of settling your child in. We have found that the cloakroom becomes extremely crowded if parents come in with their children and it can be overwhelming for them.

Our Treetops Club, (where children stay for both Nursery sessions or for lunch,) will not begin until the week following this one (from Monday 16th September).



A note on attendance

Once your child has completed their induction, we expect that they attend every session, every day, unless too ill to do so. Good attendance is recognised as a key factor in settling in, emotional and academic success at school.

Being in school every day:

- allows children to build strong and lasting friendships
- helps children feel part of a team, developing confidence and a sense of belonging
- ensures children are exposed to a complete sequence of learning: missing a day means a gap in their knowledge and exposure to a topic.
- forms good habits for future school years and in to working life.

We ask that you:

- avoid booking routine medical/dental/hair appointments during a Nursery session
- bring your child to Nursery even when other siblings are home unwell
- avoid booking holidays or trips during term time.

These expectations are part of our attendance policy, which continues to apply throughout our primary school. We will update you every half-term on your child's attendance.

Did you know?

- All absence, even when authorised due to exceptional circumstances such as illness, affects the amount of time your child spends in Nursery/school and their attendance figure.

What next?



After their one hour visit with a parent or carer, the children will have completed their induction and should continue attending their Nursery sessions every day going forward.

Our first weeks at Nursery have a very strong focus on Personal and Social Education as we all get to know each other and the children learn the rules and expectations of our setting.

Early on in the Autumn Term there will be a 'Meet the Teacher' meeting that we hope you will all be able to attend. This will provide you with more detailed information about how the Nursery sessions run and about our curriculum. It will also give you the opportunity to ask any questions you may have.





School Uniform

Uniform

- Shirt – white or red polo with/without logo
- Trousers or shorts – grey
- Skirt / Pinafore dress – grey
- Summer dress – red/white gingham
- Sweatshirt or cardigan– red with/without school logo
- White, black or grey socks
- Black sensible shoes with heel support and no open toes or plain black trainers (please could these be Velcro rather than lace up)
- Long hair must be tied back (red/grey/black hairband) Clip/bow/headband in red permitted but must be subtle.
- Religious head coverings to be red/grey/black
- Sun hat for warm weather - preferably plain red or black with/without school logo

Additional Equipment



The children will require a PE kit, an all-in-one or two-piece waterproof suit, wellies, a book bag and a water bottle. This is in addition to the basic uniform. Please make sure all items are named!

Once a week, the children will have a PE session and can come to Nursery dressed in their PE kit. We would recommend they wear black jogging bottoms and a black jumper with a t-shirt in their **house team colour**. In warmer weather black shorts and their coloured t-shirt will be sufficient. They will require suitable trainers (not lace ups please.) No-one should wear tights for PE as they will be required to be barefoot for lessons in the hall.

The waterproof suit is for the children to wear in our muddy kitchen, for visiting our Woodlands area and for when it is wet and muddy outside. The waterproof suit can be kept on a dedicated rack at Nursery, as can their wellies.

We ask that children **do not bring rucksacks** to school as these do not fit well on the coat pegs. If your child brings a bag, in addition to their book bag, we ask if it could be a draw-string one please. It is helpful if the children can bring spare clothes to school daily in case they need to be changed.

Please could water bottles be named, and have a drinking spout rather than a screw top lid. We find the latter are easily spilt.



Family Photos

To help the children feel at home when they start Nursery we would love it if you could bring a small family photo in, either on one of your visits, or when they start at Nursery in September. These could also be emailed in to the office.

(admin@redbournprimary.co.uk)

Please mark them 'For Nursery' in the subject line so that they can be forwarded to us. They will not be returned until the end of the school year.

The photos provide a talking point among the children, as they explain who their family members are to their friends. We are happy to receive these as soon as you are able to send them in!





Our School Office Team



School Business Manager

Mrs Amanda Bowran

Admin Assistants

Mrs Cartwright

Mrs Claire Brooks



Office Manager

Mrs Lisa Orchard



To recap...



- We will come and meet you on a home visit on 3rd or 4th September.
- Your child will come for an hour long visit to Nursery, with one accompanying adult, to be introduced to basic routines in a small group (where to hang their coat when they arrive; what to do when they come into Nursery; where the toilets are etc.) This will be on the 5th, or 6th September.
- They start attending Nursery for their first, full 3 hour, sessions on the 9th September.
- Children who will be staying at Nursery all day (Treetops group) or for lunch (Lunch Club) will stay for their full days from the following week (16th September).

And now for any questions...

If you have anything you'd like to ask us, or any concerns, then please do share them with us, however small. If it is appropriate we will make up a 'Frequently asked questions' sheet that we can share with you all.

We look forward to seeing you and getting to know you all!

