



**Welcome to  
Nursery**



Dear Parents and Carers,

I would like to take this opportunity to warmly welcome you to our wonderful school. It is an honour for me to lead Burscough Village Primary. We have high expectations and aspirations for all our children. Each child has their own special talents which we endeavour to nurture and develop in our school. Our philosophy 'Striving for the Future' is at the core of everything we do, providing the children with vital skills, knowledge, and experiences that they need to become well-rounded individuals now and in adult life. We encourage children, staff, and parents to have a growth mind-set and this continued learning creates a rich exciting atmosphere and environment for everyone.

Burscough Village Primary School is set in the heart of Burscough community. We have strong links with the local people which gives a much-valued dimension to the school's ethos. The local area provides pupils with real experiences and inspires the children to appreciate the place they live.

Our curriculum makes learning come alive through excellent teaching taught via interesting topics. Many trips enliven the subject matter and visitors give of their expertise to motivate pupils learning. Clubs and activities further enrich children's lives beyond the school day. We have an amazing before and after school club for parents who need this provision. Our dedicated team of staff and governors work tirelessly to guide and nurture our school. In our last Ofsted Inspection, we remained a Good School.

The children adore exploring the outdoors at every opportunity. To foster this learning and encourage a love of the great outdoors we have a full-size football pitch, a pond, willow tunnels, a staging area, an outdoor classroom, climbing frames, a traverse wall, a treehouse, table tennis tables and a firepit. We encourage the children to look after the world they live in and help to recycle, reduce, and reuse materials.

We have a nursery school set in our beautiful grounds for children from the age of two. The class is taught by experienced Early Years practitioners. We were pleased to be awarded 'The Lancashire Step into Quality Award', Nursery, Reception, Year 1 and Year 2'.

We have a proactive Friends and Family of BVPS who plan many fundraising events to provide brilliant additional resources and opportunities for all our pupils. They also organise exciting evenings for parents and carers such as quiz nights and wine and cheese evenings. They are currently planning a colour run and discos.

We hope you learn to love our school as much as we do. We feel sure that your child's time with us will create many happy, treasured memories that will stay with him or her for the rest of their life.

If you require any further information, please do not hesitate to contact the school office – 01704 895403 or [office@burscough-pri.lancs.sch.uk](mailto:office@burscough-pri.lancs.sch.uk). To find out what we do on a more regular basis please see our website [www.bvprimary.co.uk](http://www.bvprimary.co.uk) or follow us on Twitter [@bvpstweets](https://twitter.com/bvpstweets) , or Facebook Like our [Facebook](#) or follow our [Instagram](#) page.

Yours sincerely,  
Miss A Smith, Headteacher

A handwritten signature in black ink, appearing to read 'A Smith'.



## **Our Mission Statement**

Our philosophy of 'Striving for the future' is at the heart of everything we do. Providing opportunities and encouraging children to develop their skills, knowledge, and a drive to succeed is central in helping them to become well-rounded and successful individuals, now and in adult life.

## **Our Vision Statement**

At Burscough Village Primary School, we provide a close-knit school community where pupils are supported to become truly independent learners. Pupils are encouraged to voice their opinions effectively, develop good mental health and are nurtured in order to become kind and understanding individuals, who value and respect uniqueness. Our fun, stimulating and challenging, high-quality learning environment provides the perfect setting for children to foster their talents and interests and develop a positive growth mindset. Together with this, our ambitious curriculum enables each member of the school community to fulfil their personal aspirations and to achieve their very best.

## **Our Values Statement**

In support of our school mission and vision, we have created six key values that underpin the learning and experiences we provide for our school community.

### **Achieve**

We want our children to achieve the best they possibly can. We have high standards and aim to instil a positive 'can do' attitude in all pupils to allow them to thrive. Our 2022 Year 6 SATS results demonstrate excellence, and we are one of the Top 200 schools in England for our Multiplication Test results 2022. We are proud to remain as a Good School during our 2024 inspection and have been awarded the Lancashire Equality Mark for Religion & Belief and Disability.

### **Pupil Voice**

We listen to our pupils. They love real life experiences, trips, and welcoming visitors to learn first-hand. The children voice their opinions, and we tailor the learning, events and school environment to their interests and aspirations. We had a group of Year 5 pupils take part in the recent Great Lancashire Debate with one member being awarded the best individual public speaker.

### **Community**

Our school is in the heart of the community. We gain resources and provide experiences for the children from the local community. We teach the pupils about who lives in their diverse community, so they learn to respect everyone. People may be unique in many ways, including race or ethnicity, age, disabilities, language, culture, appearance, or religion.



## Nurture

Our children are truly nurtured in every aspect of school life. The staff know the children individually, as humans as well as academically, and are therefore able to meet the needs of each child. The children learn about how to look after themselves, lead healthy lifestyles and care for people around them. Visitors who come to our school always say, 'It has a lovely feel and energy.'

## Growth Mindset

We encourage children, staff and parents to have a growth mind-set and this continued learning creates a rich exciting atmosphere for everyone. If faced with a challenge, the children say, "I can't do it, yet!"

## Environment

The children adore exploring the outdoors at every opportunity. We have amazing school grounds, and we use this space to enhance learning whenever possible. The school community is passionate about the environment we live in, and we teach the children to care about the environment and look after our planet. We are committed to 'Let's go zero, 2030', a project for schools to become carbon neutral by 2030.

Achieve			Growth Mindset			Community			Environment			Nurture			Pupil Voice		
Aspirational	Knowledgeable	Maths & English Skills	Independent	Resilient	Enthusiastic	Understanding our diverse world	Respectful	Good Citizens	Safe	Responsible	Green	Healthy	Fostering Talents	Caring	Communicator	Confident	Collaboration



## **Welcome Message**

Welcome to BVPS Nursery! We look forward to getting to know your child, building strong relationships between our staff and your family to ensure the best and most enjoyable start to your child's school journey. We value each child in our care as an individual, with their own needs and interests, and aim to create a welcoming, playful environment to foster development in all areas of learning.

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## **School Times**

### **NURSERY**

#### **Morning Session**

8.45am – 11.45am

#### **Lunchtime Session**

Nursery - 11.45 – 12.30pm

#### **Afternoon Session**

12.30pm – 3.30pm

### **Starting nursery/Childcare Vouchers**

Children can attend Nursery from the start of the term they turn three. All two and three-year-olds are entitled to fifteen hours universal free provision funded by the Government, the term after they turn two or three. Many parents of three-year-old may also be eligible to apply for additional funding up to a maximum of thirty hours per week. For more information or to check if you are eligible, please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk). Parents can also pay privately for additional sessions at the Nursery if they wish. You will have received a copy of the Nursery Charging Policy, with full details, when you applied for your place at nursery.

### **Kids' club Breakfast / After School Club**

Our Breakfast club is open from 7:45am every morning. The cost of the session is £4.00 and breakfast will be provided. The children enter the school through the main building and take part in fun activities in the hall. The staff will then take your child to nursery for the start of the school day.

The After School club is based in our school hall, a member of the after-school club will collect your child from the Nursery and look after them until 5:45pm. The sessions are open to everyone



in the school and need to be booked and paid in advance via School Gateway. Each session is at a cost of £6.50 per child. Please see separate information.

Parents are able to use Nursery and childcare vouchers for funding these sessions. Please state this in your application, when you apply.

Parents can access sessions ad hoc where required; however, this will be subject to availability. If you are using Nursery funding for Kids' Club, your child's account will be automatically credited with the funding for the sessions. Please ensure you then book your child onto these sessions that have been agreed in the Parental Agreement on School Gateway using this credit.

## **Morning/Afternoon Collection**

A member of the nursery team will open the classroom door at 8.45am and greet the children as they come into school. If you have any quick queries, it is an opportunity to speak to the class teacher/key person who will take it in turns to open the door.

If you are collecting your child at the end of the morning session (11.45am) or dropping off for the afternoon session, please come to the main school office. A member of staff from the office will take/collect your child. At the end of the school day, 3.30pm, the children will need to be collected from the nursery gate. Your child will stay inside until the designated adult has been seen by the key person.

In the event a different adult may need to collect your child, please let the key person know in the morning. If arrangements change within the school day, please telephone the school office. The adult may be requested to provide a password, please ensure that the password section is completed on the admission form. This ensures children are collected safely.

## **Nursery Induction**

The induction process for your child will be explained prior to your child starting Nursery. This will consist of opportunities for you and your child to spend time in the school, designed to promote building of relationships between staff and families.

## **Transition from home or private nursery settings to the school nursery class**

- Discussions occur between Burscough Village's key person and staff from other providers before your child starts school.
- Individual tours of the school are offered to all incoming parents and children.
- Parents receive a 'Induction Pack' with information about the school, its procedures and all the relevant paperwork.
- New Nursery children visit school during the term, before they start, to become familiar with their new school and its setting.





- Children are given a buddy from Year 5. The buddy will carry out various tasks with the nursery child throughout the year.
- Children can attend nursery the start of the term that they turn three.
- Thorough observations, a school baseline assessment is completed within the first few weeks of entry to the nursery class.
- The staff are always available before and after school to chat to parents informally – they are proactive in talking to parents about issues that may arrive with individual children.
- An offer of a personalised transition is available for children who may need to slowly build up hours.
- Formal parents' meetings occur with parents of Nursery children.

## **Attendance**

Please inform the school office if your child is not well and/or will not be in nursery. This can be reported through ringing the school office or using the recorded voicemail – 01704 895403 option 2. If your child has a medical appointment, please let us know in writing prior to the session of absence and provide evidence of the appointment letter. We encourage parents and carers to arrange medical appointment outside the school day where possible.

## **Leave in Term Time**

Parents or carers need to inform school if they require leave within term time.

## **Punctuality**

The school gate closes at 9.00am and the school registers close. If you arrive after this time, please bring your child to the main office. You will need to sign your child into the electronic signing in system. Your child will be taken over to the nursery by one of the friendly office team.

## **Health / Medical**

During the application process, it is really important that you complete the medical section to inform us of all the relevant details. We are able to review the information and ensure that we put measures in place to support your child.

Most children and young people will have, at some time, a medical condition which could affect their attendance or participation in activities. This may be short-term, for instance, completing a course of medication, or a more long-term condition, which, if not properly managed, could limit their access to school and the activities that are on offer.



If your child has a Health Care Plan, please ensure this is discussed with the key person and the Inclusion leader, Mrs Beevers, prior to your child starting school. We will then be able to put the required actions in place. It may be necessary to have a conversation with the school nurse to ensure the Health Care Plan is suitable.

If your child needs to have medication within school time (prescribed/over-counter) then the relevant medical form will need to be completed at the school office. This will ask for the administration information and require your signature. The medicine will need to be passed to the office each morning that your child needs it in school.

The school will store this in a secure place. We request that parents check the expiry dates on medication before they are given to school.

## **Illness**

When children are taken ill or have an accident in school, we will ring parents to inform them of the situation. Every child and situation is different, therefore, handled accordingly. It is essential for us to have up to date telephone numbers for parents: home, work and mobile to ensure we can contact parents as quickly as possible.

If a child hits their head, we will always contact parents to inform them of the situation. If we feel the child is able to remain in school unsupervised this will be suggested to the parent, however, if the parent would like to see their child and make a decision to take them home or seek further medical advice, they are able to do this. If we feel the child is unable to remain in school the parent will be asked to collect their child.

If your child has been sick or has had diarrhoea, please keep them at home for 48 hours to prevent the illness being passed to other children or staff. The full school medical policy can be found on the website.

## **Toileting**

Children are encouraged to attend to their toileting needs independently. Of course, children will be at different stages of toileting. Please ensure that you communicate which stage your child is at during the induction process. The nursery does have nappy changing facilities, but we ask if your child is wearing nappies or pull ups that you provide these for your child.

Even when toilet trained, occasional accidents can happen, and staff are able to assist your child if this is the case. When your child starts nursery, please provide a bag with a couple of changes of clothes. Please make sure you complete the toileting plan with the nursery staff when your child starts.





## Charging Policy

We request that your child's nursery fees are paid a month in advance. We will be asking for the first month's payment to be made before your child starts nursery. Any non-payments could lead to the removal of the nursery place. We are happy to offer payment plans, however these must be agreed in writing prior to your child's start date, agreed by the school and the full invoice to be cleared the month before the end of term e.g., Autumn Term final payment – End November. Please see the Nursery Charging Policy for full details.

## Uniform

School uniform is optional for Nursery children; however, they must wear sensible clothes and footwear. The outdoor area will be used to deliver the curriculum, many activities will be carried out in the garden. Children will need to wear suitable clothing to experience learning in all weathers. Please provide your child with a pair of wellies to keep in Nursery and a waterproof coat. Children will be encouraged to access our mud kitchen, so we ask that you provide your child with a change of clothes to leave in nursery.

Uniform can be ordered online from our nominated supplier **Stitch Design** or purchased in-store from **Premier Sports Ormskirk**.

We also have our pre-loved uniform shop at the front of school run by the 'Friends and family.' Children in Nursery will need a bag to keep reading books, homework and school letters in.

**School water bottles** can be purchased from the school office for £1.50.

## Labelling

All clothing and bags should be clearly labelled with your child's full name. This is especially important as uniform items look similar and can easily be confused with other children. We encourage the children from an early age to look after their property and unfortunately, we cannot accept responsibility for any lost items.

## Jewellery

Children are allowed to wear plain stud earrings and a small watch if required. No other jewellery or smart watches are allowed. Please see further information in the full uniform policy, which can be found on the website. We kindly request that children have their ears pierced in



the school holidays as there are times when children are not allowed to take part in activities with earrings in. For example, during school swimming and PE lessons the children are not allowed to wear earrings.

## **Hair**

We request that long hair is tied back if the hair touches the shoulders or is longer. Only plain/green hair accessories are worn. As with most schools we do experience occasional incidents of head lice. We would encourage you to check your child's hair every week.

## **Lunchtime**

If Nursery children are attending for a full day, they will have their lunch in the school dining room. This can either be a packed lunch or a school dinner (ordered in the morning by Nursery staff and payable on School Gateway, daily charge of £2.00). Nursery children will be taken to the hall for their lunch and following this, they return to the nursery area and are supervised by members of staff.

If your child is choosing a school dinner, a daily menu can be found on the school website and children make a choice in the morning. If you are bringing a packed lunch into school, please ensure they are clearly labelled with the child's full name. Using the School Gateway App, children can now pre-order their school dinner choices from home before attending school. We ask that packed lunches encourage the children to eat healthily. Please note that the school is a **nut free zone**, and we ask you to consider this when select items for your child's lunchbox. It is essential that children only eat the food prepared by the school or items within their packed lunches. Children should not share their food with other children.

## **Snack Time**

Children will have access to toast at morning breaktime and fresh fruit in the afternoon. The children will be able to try a range of different fruit and vegetable items.

We provide foods linking to our topics where we encourage the children to be more independent, try different foods with their peers and, on occasions, they will be chopping, preparing and serving their own snacks. The children will develop their social skills as they eat and enjoy the snack together.

The daily charge will be 25p per day. Parents or carers pay for this a term in advance on the School Gate way app.



## **Water**

We encourage the children to drink water throughout the day as this helps improve concentration. We provide water on the snack table; however, we would kindly ask parents to provide their child/ren with a bottle of water (not glass) that is named, with a sports top to prevent spillages. The children can refill their bottles in school, but we ask that the bottles go home every night to be washed.

## **Travelling to Nursery**

The journey to school should be a safe and physical activity with opportunities for children to develop a good road sense. Parents are asked to park considerately around school. Please do not park across driveways and respect our neighbours' rights to access their property at any time of day. Please observe the Highway Code regarding the yellow zigzags and marking outside of school. They are there to keep everyone safe. We politely request that parents do not park in the school car park which is for staff and official visitors only. Nursery can be accessed by the side gate at the rear of the car park.

## **The School Mentor Dog**

We have a school dog called Bow. She comes to school with Miss Smith on some days. You will see her first thing in the morning and at the end of the school day at the school gate, around the school working with individual pupils and hearing children read.



Children can benefit educationally and emotionally, increase their understanding of responsibility, and develop empathy and nurturing skills through contact with a dog. In addition to these benefits, children take great enjoyment from interaction with a dog.

You will receive a letter when your child starts school asking for permission for your child to interact with the school dog. If you have any questions, please speak to the class teacher, trained Dog Mentor staff or Miss Smith.



## EYFS Curriculum

The EYFS Curriculum is made up of 7 areas of learning. These are:

### 1. Communication and language

We encourage children to work together and use their words to explain what they are learning. This development supports children's writing and understanding of language.

#### Ideas for home:

Talk to your child about what they can see and hear around them in a clear voice, asking them to repeat the words. Expand their speech to model and encourage speaking in full sentences.

You could also use words from stories, nursery rhymes or films that they have watched when you are playing with them to develop their story language. You could ask your child questions related to a story you have read.

Ask your child to follow a set of instructions.

### 2. Physical development

It is important that children develop their gross and fine motor skills. It is also important to teach health and self-care.

#### Ideas for home:

Encourage your child to take part in skipping, hopping, throwing and catching to develop their gross motor skills. You could practise threading beads, and using smaller craft tools like paint brushes, scissors and pencils to develop your child's fine motor skills. Encourage your child to do the buttons and zips on their coats.





### 3. Personal, social and emotional

It is very important that children develop their social skills through sharing and playing collaboratively with others. It is also essential that they can express their emotions and explore their feelings.

#### **Ideas for home:**

Encourage your child to play with other children. Taking turns to share their equipment or toys with others. When you play games with children you are teaching them social rules, such as turn taking, patience and playing fairly as well as the feeling of winning and losing.

Talk about feelings and emotions, use pictures and books to help, *The Colour Monster*, *Making Faces*, *My Many Coloured Days* are just some examples.

Encourage independence at home. As the child becomes more independent, they will gain a sense of importance and belonging. Routines are a great way to encourage independence - coming home, taking their own shoes and jacket off and washing their hands after the toilet by themselves. Assigning jobs is another great way to build on independence - helping tidy up or putting clothes in the washing basket.

### 4. Literacy

We encourage children to look at letters and say their sounds. Children are encouraged to mark make and write as much as possible. We encourage children to re-tell stories and talk about books. We teach children phonics starting from Phase 1 in nursery. We use a scheme called *Monster Phonics*.

#### **Ideas for home:**

You could encourage your child to make shopping lists when you are going out as a family. Read words that you see when you are visiting places and share books with your child as regularly as possible. Also, rhyming games are good to play with your child, along with breaking down words into individual sounds.

### 5. Mathematics

Within mathematics we explore numbers, shapes and measure with the children. We start with counting on and back and then moving onto calculation.

#### **Ideas for home:**

Encourage your child to count objects, food items that you need when you are shopping and steps as you climb stairs. Ask your child to name numbers that they see in their environment. Ask your child to describe shapes and patterns.





## 6. Understanding the world

This area of learning enables children to explore the world around them. We encourage children to explore nature and living things. We inspire children to explore technology and we introduce children to different cultures and religion.

### Ideas for home:

You could take your child to the park or play in the garden. Go on a mini beast hunt to see the different creatures that live there. You could hunt for interesting objects in a forest. You could go for a walk and talk about the changes in the weather that they notice. Discuss family celebrations and cultural/community events with your child.

## 7. Expressive arts and design

This area of learning enables children to investigate materials and how they can be used to create an effect and use their imagination to create stories.

### Ideas for home:

You could collect a variety of recycling materials to make a junk model, such as a spaceship, castle or a home for one of your child's favourite toys. You could support your child through role play, acting out different scenarios.

Help children to add details to their drawings by selecting interesting objects to draw, and by pointing out key features to children and discussing them.

You could play, share and perform a wide variety of music and songs from different cultures and historical periods. Sing with the children and play instruments with them. Listen carefully to their music making and value it.







## **Inclusion**

The aims of our school affirm our commitment to valuing the individuality of our children. We give them every opportunity to achieve the highest standards. We do this respecting and taking account of pupils' varied life experiences and needs.

## **Special Educational Needs**

We offer a continuum of provision to meet a diversity of pupils' needs. Some children have special educational needs where provision is made to ensure the children reach their full potential and any barriers reduced.

Please speak to the class teacher and Mrs Beevers, our Special Educational Needs Coordinator, if you have any questions or concerns. They will be able to discuss your child's needs and any support/provision necessary. To give you a further insight into the SEND provision at Burscough

Village Primary School please see are SEND policy and report. Our Local Offer on the school website.

## **Pupil Premium/Service Premium**

Pupil Premium is additional funding that the school receives for children from low-income families who are eligible for free school meals, Looked After children and those from families with parents in the Armed Forces. This can be used to support your child's development, learning and care. We may be able to make contributions towards trips, nurture provision, counselling, additional support in class and many more things.

More information can be found regarding eligibility at <https://www.gov.uk/get-extra-early-years-funding>.

## **School Communication**

The school office is open from 8.00am – 3:45pm every day.

The school office team consist of Mrs Newsome, Mrs Garner and Miss Gower who are in regular contact with the parents sharing important information about school and up and coming events. We will keep families up to date with letters, latest news via the website, update social media platforms and all information will be sent via email and the school app. Please ensure your contact details are always up to date with the school office.

We communicate via the 'School Gateway app' and 'Schudio'. From here, you can access the website and all messages. Please note that the information that is shared with them to deliver this service is covered with a stringent service level agreement and your data will not be shared with any third parties. We use these apps to advise on urgent information, such as cancelled



after school clubs and reminders of school events. The 'School Gateway' app is used to pre-order your child's school meals. You will be able to sit with your child prior to the school day and look at the menu together. You are able to use 'School Gateway' to pay for Kids' Club, Snacks, Trips etc.

Please see our School Twitter page [@bvpstweets](#) or class Twitter page [@BVPSNursery](#), Like our [Facebook](#) or follow our [Instagram](#) for regular updates of activities and events that take place in school and after school hours.

The [website](#) is a fantastic source of information.

[www.bvprimary.co.uk](http://www.bvprimary.co.uk)

The calendar has up to date events and holidays and can be linked with your mobile phone. Within the parents and children section, you will find loads of further information. You will find all the school policies under 'About us'/ 'School Policies'.

We use an Online platform called Showbie to upload photographs and communicate with parents on some occasions. The children will receive their home learning via Showbie. Further information about Showbie will be shared with the nursery staff.

We hope your child will be very happy at Burscough Village Primary School. If you have any questions or concerns, please call the school office on **01704 895403**.