



September
2023

Welcome to
Nursery!

Drove Nursery Welcome Meeting

Green Nursery

Staff Members

Class Teacher:

Mrs Sheen

Key Workers:

Mrs Kumar

Ms Wilcox



Yellow Nursery

Staff Members

Class Teacher:

Mr Young

Key Workers:

Ms Khan

Ms Sharma



Blue Nursery

Staff Members

Class Teacher:

Mrs Pereira

Key Workers:

Mrs Szuster



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

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 therefore the timetable is more flexible and may not look exactly like this.

010	AM	PM
Gates open	8.30	12.30
Welcome/registration/wake up shake up	8.30 – 8.50	12.30 – 12.50
Small group time	8.50 – 9.10	12.50 – 13.10
Free flow	9.10 – 10.00	13.10 – 14.00
Handwashing + Snack	10:00 – 10.20	14.00 – 14.20
Free flow & interventions	10.20 – 11.10	14.20 – 15.10
Story Time	11.10 – 11.25	15.10 – 15.25
Getting Ready 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 would expect that the majority of children in Yellow and Green Nursery are toilet trained by Christmas.

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

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.




Thank You!

**Mrs Bardwell, Mrs
Phillips and Miss Leach**

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

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





Nursery Office

- Please contact the Nursery Office on
- 01793 818600
- If:
- Your child is sick and cannot attend nursery.
- You have changed address or contact number
- Your child has a hospital or Doctors Appointment
- If your family is going on holiday during term time.

Looking forward to seeing
you in September.

Mrs Lucey

