



Drove Primary School

Welcome Booklet Green & Yellow Nursery 2023-2024

The Roots to Grow
and the Wings to Fly

Contents

	PAGE
Welcome	3
Our Aims	4
Our Daily Routine	5
Starting Nursery & Preparing your Child	6
Partnerships with Parents	7
Absence or Illness or Change of Address	8
Clothing and Personal Items	8
Parent Pay, School Meals and Snacks	9
Curriculum	10
Other Information	11

WELCOME TO DROVE PRIMARY SCHOOL

The Roots to Grow and the Wings to Fly

Dear Parents and Carers,

I would like to take this opportunity to introduce myself. My name is Chloe Leach and I am the Early Years Lead and Reception teacher at Drove Primary School.

After leaving sixth form in 2013, I attended the University of Worcester. I completed a degree in Physical Education which extended onto my qualification of a Post Graduate certificate in Primary Education with a specialism in Physical Education.

Throughout my 5 years of studying, I worked in both primary and secondary schools, providing me with lots of experiences working with children from 4 to 18 years old.

I joined Drove in 2019 and this is my fourth year working in Reception. Having worked in every year group throughout my time training and in my previous school before joining Drove, I have a great understanding of where the children are going with their learning and understand the importance of the early years underpinning a lifelong love of learning.

This is my third year as Early Years Lead and I could not ask for a better team to work alongside. Each member of the team is passionate, hardworking, caring and respectful. Upholding Drove Primary Schools values.

When I am not at school, I enjoy spending time with my family and friends. Going on walks and exploring nature. I also enjoy watching sport and cooking.

Sending your child to nursery or reception for the first time is a big milestone for you as well as them. However, please know your child will be in a caring environment and surrounded by supportive adults whose main goal is to ensure your child is happy, settled and learning to their full potential.

I am looking forward to being a part of your child's journey and I am here to answer any questions that may arise.

Miss Chloe Leach
Early Years Lead / Reception Teacher



OUR AIMS

We will:

- ✓ Provide a happy, safe and secure environment which promotes respect for each other.
- ✓ Create a stimulating, fun and engaging environment with child centred and adult initiated play which promotes children's enthusiasm towards learning.
- ✓ Deliver a broad and balanced Early Years Curriculum based on the 7 Areas of learning outlined in the Early Education Development Matters.
- ✓ Create a positive and mutual partnership with parents and value the help and guidance they give to their children.
- ✓ Help children to make sense of the world they live in.
- ✓ Encourage the children to make their own decisions and choices and support them in becoming independent.
- ✓ Provide a language rich environment to encourage communication skills.



OUR DAILY ROUTINE

AM SESSION

08:30 - 08:40

Registration

08:40 - 08:50

Hello song, weather & wake up/shake up

08:50 - 10:00

Free learning continued and outside time - Small group work with Key Worker / Class Teacher

10:00 - 10:20

Snack Time

10:20 - 11:10

Free learning outside
Talk Boost Intervention

11:10 - 11:25

Story and Singing

11:30

Home Time

PM SESSION

12:30 - 12:40

Registration

12:40 - 12:50

Hello song, weather & wake up/shake up

12:50 - 13:10

Free learning continued and outside time - Small group work with Key Worker / Class Teacher

13:10 - 14:00

Snack Time

14:00 - 15:10

Free learning outside
Talk Boost Intervention

15:10 - 15:25

Story and Singing

15:30

Home Time



STARTING NURSERY

Starting Nursery is an important milestone in your child's life. We will do all we can to help them feel, welcome, safe and secure. We are aware that this is also a big step for you as parents. We value the input you, as parents, have already made in your child's education and we look forward to developing a partnership with you.

When your child starts Nursery, you will find that only a few children will start on the same day. By doing this, we find the children settle quickly into the routine. This makes the transitions from home to nursery a smooth and positive experience for you and your child.

PREPARING YOUR CHILD

Starting nursery is a very exciting time for young children and together we can make it a happy time for them. Before starting nursery, a member of staff from your child's nursery will come to your home. During this time, we will ask you to fill out our school paperwork, but this visit will allow you to ask any questions you may have.

It is important that you talk to your child about coming into nursery and about the things they will be doing and the new friends they will make.

It is also important to remember that every child is different. Some children may take longer to settle than others.

LEAVING YOUR CHILD

Leaving your child for the first time can be daunting and a little upsetting. Always make sure that you say "goodbye" to your child and tell them you will be back. You can also tell them what you are doing while they are in Nursery.

YOUR CHILD'S FIRST DAY

On your child's first day, they will attend nursery for 1 hour. This allows their teacher to get to know them and see how well they have settled. When the time is right your child's teacher will approach you to talk about extending their hours.

Remember all children are different and some will take longer to settle.

PARTNERSHIPS WITH PARENTS

Parents are children's first educators. The experiences and opportunities that you provide for your child will have an impact on their education. When parents and teachers work together, this will have an even bigger impact on their learning. We value our parent/ carer partnership and we need you, to help make this most important time in your child's life, fun, exciting and engaging as possible.

We will:

- ✓ Keep you informed about the activities and learning experiences that your child will be taking part in.
- ✓ Hold 2 parent's evenings each year to discuss your child's progress.
- ✓ Invite you to termly book look sessions to look at your child's books and Learning Journeys.



HOW YOU CAN HELP

- Please ensure you are on time when dropping off and collecting your child from nursery.
- If you are late for any reason, please go to the Nursery Office.
- Please tell a member of staff if someone different is collecting your child from nursery. **Please ensure they have the password. Without a password your child will not be allowed to leave the Nursery. This is for their safety.**
- Your child must be brought into school and collected by a person over the age of 16 years.

ABSENCE OR ILLNESS OR CHANGE OF ADDRESS

Contact the Nursery Office if:

- Your child is sick and cannot attend school (If your child has had sickness or diarrhoea, please keep them at home for 48 hours after their last period of sickness).
- You have changed address or contact number.
- Your child has a hospital or doctor's appointment.
- If your family is going on holiday during term time (please note term time absence will not be authorised).

CLOTHING AND PERSONAL ITEMS

- Please supply a bag full of spare clothes, pants and socks. If your child has an accident or gets muddy while playing outside, they will need to be changed into dry clothes. This bag can stay on your child's peg.
- Please do not allow your child to bring in toys from home, as they can get lost or broken.
- **Finally, please label every item that your child brings into nursery with their name: shoes, bags, clothes, sunhats, gloves, scarves, water bottles.**

TOILETING

It is expected that any child over the age of 3 entering our nursery is toilet trained. If your child is still in nappies, then please discuss their needs with the class teacher or Early Years Leader.

PARENT PAY

We are a cashless school. When your child starts nursery, you will receive a Parent Pay letter with your username and password. We use this system throughout the school. By using this system, you will be able to pay for your snack and for school trips. You will also receive a letter with a pay point barcode which you can also use to make payments.

SNACK

During each nursery session your child will be provided with a free piece of fresh fruit and offered milk or water. For £1 per week we can also provide your child with a variety of different snacks, for example cereal, crackers, yoghurts and we also purchase baking ingredients etc. (Our snack menu will be available when your child starts with us) This money also goes towards the Nursery funday that is held in July. Snack money can be paid either weekly, monthly, termly or for the whole year and you can make payments via parentpay. Details of which will be given to you when your child starts with us in Nursery. During snack time the children sit at a table with their friends and a member of staff. During this time, we initiate conversations with the children. This develops their listening and turn taking skills. Please inform us if your child has allergies or should not eat certain types of food.

LEAVING DROVE

If you wish to leave Drove, you will need to inform the main school or nursery office. You will be given a leavers form to complete which needs to be returned back to us. You need to provide the school with 4 weeks notice.



STARTING IN RECEPTION

Starting in Nursery or Reception is a big step for both parents and children. There are probably a number of questions you will think of throughout the year so please do not hesitate to get in contact with any member of staff or the Early Years Lead to answer any questions/ queries you may have. We arrange transition days in Term 6, during which your child will spend their mornings/afternoons in Reception. They will become familiar with the adults and environment making the start of Term 1 a positive experience.

CURRICULUM

This year, Drove Primary School, along with other schools are lucky enough to trail the Department for Education's new changes to the Early Years Foundation Stage Profile. If it is successful, it will be made statutory in 2021 and introduced throughout the schools in England. The key objectives is to improve the outcomes for all children particularly in language and literacy. For more information please view the new revised curriculum via this link: <https://www.gov.uk/government/publications/development-matters--2>

We plan cross-curricular activities using the 7 Areas of learning outlined in the Early Education Development Matters. This ensures children are exposed to high quality and engaging learning activities. These 7 areas are further developed in Reception. Each of the 7 areas are broken down into two or three sections. We have the Prime Areas and the Specific Areas. The Prime areas are the main areas we aim to develop first through our nursery.

The 7 Areas of Learning are:

Prime Areas:

Personal, Social and Emotional Development

Self-Regulation, Managing Self, Building Relationships

Communication and Language

Listening, Attention and Understanding Speaking

Physical Development

Gross Motor, Fine Motor

Specific Areas:

Literacy

Comprehension, Word Reading, Writing

Mathematics

Number, Numerical Patterns

Understanding the World

Past and Present, People Culture and Communities, The Natural World

Expressive Arts and Design

Creating with Materials, Being Imaginative and Expressive

OTHER INFORMATION

The Governors and Staff would like to welcome your child and your family to nursery.

We hope you find the welcome booklet a useful guide for your child's first experience of school.

Drove Primary School

Drove Road, Swindon, SN1 3AH

Head Teacher

Mrs B Bardwell

Assistant Principal's

Mrs H Phillips
Mr C Roberts

Early Years Lead

Miss C Leach

Yellow Nursery Teacher

Mr Young

Green Nursery Teacher

Mrs N Sheen

Main School Office

01793 818 608

School Office Staff

Mrs R Ainswoth
Miss B Ellis
Mrs P Hooper

Nursery Office

01793 818600

Nursery Office Staff

Mrs D Lucey

www.drove-pri.swindon.sch.uk

Nursery Opening Times

Morning Sessions: 8:30am-11:30am
Afternoon Sessions: 12:30pm-3:30pm





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