



George Mitchell All-Through School

All about Nursery!

An information booklet for Reception Parents.



George Mitchell Primary Phase
Byron Road
Leyton
E10 5DT
Phone #: 02085396198

Article28: Children have a right to learn and go to school.

Welcome to George Mitchell Nursery

We would like to welcome you and your child to George Mitchell Early Years, which is part of George Mitchell All-Through School. The information in this booklet is designed to help you to understand what happens in our Nursery and how we intend to help your child to become an independent individual and how you can help and be involved in the process.

We hope you find the information useful.

As parents, you are the child's first educators. The home influence remains important throughout your child's schooling. We therefore extremely value our relationship with you as an informative partnership in your child's education. We aim to build on this relationship through our open door Policy, notice boards, school events, and regular meetings.

We strive to provide your child with the best possible foundation to their education during their stay in our Nursery. We will deliver this through a friendly, caring and stimulating environment that will excite and motivate their learning.

Our Aims:

At George Mitchell Early Years, we aim to ensure that:

- Children access a **broad and balanced curriculum** that gives them a range of knowledge and skills needed for good progress through school and life.
- Children are provided within an enabling environment, which reflects and celebrates **local diversity**.
- **Close partnership** is established between practitioners and families.
- Every child is a **unique** and is included and supported through equality of opportunity and anti-discriminatory practice.
- Children are **healthy, safe and secure** and develop positive relationships with adults in a stimulating and safe environment.



George Mitchell-Nursery Team

Sharon Paisley	Nursery Teacher
Jenny Pemberton	Nursery Practitioner
Samantha Hill	Head of primary phase
Saeed Hussain	Executive Head Teacher
Nihal Rashid	EYFS Leader
Sofia Ali	Nursery Practitioner
Sophia Francis	Inclusion Manager
Telma Guerreiro	Admin and office

Nursery Hours

Monday to Thursday

Fulltime: 8:40-3:15pm
Morning session: 8:40-11:40 am
Afternoon session: 12:15-3:15pm

Friday Sessions:

Full-time session: 8:40-2:15
Morning session: 8:40-11:40
Afternoon Session: 12:00-2:15pm

Children can become upset if their routine is disrupted. It is important that you keep to the school times for your children's well-being.

Nursery Admissions

You should apply for a nursery place when your child is 2 years old. Your child will be eligible for a free nursery place starting the term AFTER they are 3 years old, until they enter Reception.

If you are on a low income, your child may be eligible to take up a place slightly earlier with us, in the term they become 3 years old. We can provide you further information according to your circumstances.

Hours and Funding

George Mitchell Nursery offers the standard free 15 hours places available to ALL 3 and 4-year olds, taken as either a Morning, Afternoon, or Extended Hours place, as well as up to 30 hours places, if you are eligible and we have the space. Please look up your eligibility on the Government website, from which you will be allocated a code, if you are successful. Please use the following links to check for your eligibility:
<https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>
<https://directory.walthamforest.gov.uk/kb5/walthamforest/directory/advice.page?id=2AC0YiQp6YE>

Our Nursery admission forms can be downloaded from our school website. Forms are also available at our school office. Once completed, you can either email us the forms or drop the forms at school office.

Transition and Induction

Starting Nursery can be an anxious and emotional time for you and your child. Many parents may be unclear about what happens in an early-years setting or what to expect in terms of the environment and curriculum. For your children it is often the first time they may have been away from their home environment and is the first step towards independence. As practitioners we therefore take a huge responsibility to ensure that we get our approach to transition right and ensure that it is smooth for children and their families.

Transition and Induction in Nursery:

- ❖ Our practitioners carry out home visits for any children who new to our Nursery.
- ❖ A "parent information" meeting is held to introduce parents to the nursery expectations and to guide parents on how to support their child to get them ready for Nursery. On the next day of the meeting, children and parents attend the Stay and Play session. This session lasts for an hour. During this session we encourage parents to fully engage with their children and show them around different areas of the Nursery such as the toilets, garden and teaching rooms etc.
- ❖ Children will start nursery in small groups and you would stay with your child for the first 2 days. You can discuss your child's induction plan with their key worker at the beginning of the academic year.

How can parents help with induction?

- ❖ You can help this process by letting practitioners play with your child, whilst you stand back. This sends the message to the child that their Key Person is a 'safe' person. Do not sneak off whilst your child is playing. Your child may otherwise associate playing with their Key Person with losing their parent.
- ❖ It is important that children learn that nursery is a place where Practitioners play with them and it is not a place where they come and Mummy or Daddy stays and plays. This means that whilst we want your child to go and play, we ask you not to play with them, although we want you to stay around to help them feel secure.
- ❖ One of the things that children need to learn is that daddies and mummies always comes back. Therefore, we feel it is important to always say goodbye when you are leaving. We would encourage parents to leave soon after saying goodbye to



their child. Your child will become more stressful if you hang around after saying good bye!

- ❖ Children do not need bribes to come to nursery. Do not tell your child that they will get a reward for coming.
- ❖ Many parents find leaving their children difficult. Don't feel guilty about worrying, but try hard to be positive and relaxed with your child.
- ❖ All the staff in nursery, especially your child's key worker will be available to discuss any queries which you might during your child's time in Nursery.
- ❖ It is extremely important that you bring your child to the Nursery every day and on time. A clear routine plays a pivotal role in making a child's settling experience positive and smooth.



Attendance and Punctuality



It is important that children attend school regularly and are punctual. Irregular attendance often means that children do not completely settle into the Nursery and as children only learn when they are happy this can affect their learning. Holidays in term time should be avoided.

Please be punctual. A register is taken every morning and afternoon in the first ten minutes of the session. Any child arriving after this time is marked late.

In view of the high demand for full-time places, we might have to withdraw a full-time place where there is poor attendance without medical verification, so that this place can be re-allocated to a child on the waiting list.

Collection

Please collect your child from Nursery promptly and let us know if your child is to be collected by someone other than you or a regular carer. **We do not let children go with someone unknown to us, nor do we allow children to be collected by anyone under the age of 14 years old.**

Absence procedures

If your child is ill please telephone the school on 02085396198 on the first day of absence by 9am. If we have not heard from you regarding your child's absence, one of our office staff will telephone you.

If your child has had sickness or diarrhoea, they will need to stay at home for a clear 48 hours since the last episode (24 hours for children in ks1).

Behaviour

At George Mitchell School, we promote high levels of behaviour by using and promoting positive behaviour management systems. In Early Years, we promote calm and positive ethos by following our George Mitchell behaviour policy and also by using the whole school's 'Good to be Green' system of behaviour management.



Partnership with parents

We believe that parents and carers are a child's first educator and therefore work very closely to ensure they are involved in what we do with their child at school. We want parents to feel they can speak to us about their child at any time and feel comfortable in our setting. As well as the Nursery and Reception visit days we offer a Meet the Teacher session at the beginning of the school year and also offer workshops for parents and other sessions, such as sessions on how to support you child with phonics, reading and maths.



Online Learning Journey-Tapestry

In George Mitchell Early Years, we use Tapestry as an online tool to develop children's learning journeys with a vision of receiving regular contributions from parents as partners. Parents can access children's learning journeys at home and are encouraged to contribute equally by uploading pictures, posting comments or by acknowledging children's learning at school. Workshops are held in order to support parents with the use of



Tapestry and key workers have regular discussions with the parents in order to familiarise and support them with its use.

Dress code



Nursery is about active learning and this involves a range of activities both inside and out. Please ensure that your child wears suitable clothes for the various types of play they will be enjoying. As the children can get messy as part of their play we recommend that they wear clothes that are easily washable and not 'best' clothes. Clothes should be comfortable for children to run around and play in. We provide aprons to protect clothing but sometimes accidents happen and clothes may get paint or mud on them. A simple T-shirt and jogging bottoms are the most advisable clothes for nursery.

We encourage parents to send children in comfortable shoes, which have Velcro straps instead of shoelaces. To make life easier for your child to use the toilet independently we feel it is best to put on clothes that are easy to manage and that belts and buttons are avoided if possible.

Please write your child's name on all their clothing, especially on the Jumpers and Jackets.

Toilet Training

We would encourage that your child is toilet trained when they start Nursery as this allows staff to devote their time to teaching the children and children develop self-esteem and self-confidence. If your child still wears pull-ups, please provide spares. Please discuss any toileting needs with the nursery staff. We ask parents to provide us with an extra pair of clothing for their child to change into in case there is an accident or spill. We will change your child into Nursery spare clothes if we do not have spare clothes for your child.



We request that the parents to wash the Nursery clothes and return those promptly so that we can re-use them.

Snack and Lunch

Semi-Skimmed milk, water and fruit is provided for children towards their five a day. This means you do not need to send any snack or drinks with your child. If your child attends the Nursery for the full day, you



can send you child with a healthy packed lunch OR school dinners can be ordered at the office.

The cost of school lunch for Nursery is £1.95 per dinner

Lunch Club

Our nursery Lunch club runs from 11:45a.m. to 12:45a.m.

During lunch club children can sit together in a small group and enjoy a cooked meal or a packed lunch from home. Afterwards, they share stories and games together. Lunch club can be booked on the day you would like your child to attend. Just let us know by 9:30 am either in person or on phone. Alternatively, you can book a place in advance. Our office staff will help you with any further information.

Lunch club costs £3 and you are welcome to send your child with a packed lunch from home or buy a school meal for £1.95

Outdoor learning and experiences



Outdoor play has a positive impact on children's sense of well-being and physical development. Being outdoors offers opportunities for doing things in different ways and on different scales than when indoors. Therefore, the outdoors is available throughout the year in all but the very worst weather. Children therefore need to bring a suitable coat to Nursery as well as some gloves, a scarf and a hat in winter, and a sun hat in summer. If your child wears Wellington boots to Nursery, please name them and bring a change of footwear for indoors.

Children must be allowed to experience the world around them in a full, messy, muddy, wet environment if they are to make useful meaning of it.

Getting wet does not cause us to catch a cold. If the cold virus is around, we will pick it up regardless of whether we are wet or dry.

The Early Years Foundation Stage Curriculum

The EYFS principles which guide the work of all our EYFS practitioners are grouped into complementary areas; The Characteristics of Effective Learning, the prime and the specific Areas of Learning and Development. These areas are all interconnected.

- The ways in which the child engages with other people and their environment - playing and exploring, active learning, and creating and thinking critically - underpin learning and development across all areas and support the child to remain an effective and motivated learner.

The Characteristics of Effective Learning	
Playing and exploring - engagement	<ul style="list-style-type: none"> • Finding out and exploring • Playing with what they know • Being willing to 'have a go'
Active learning - motivation	<ul style="list-style-type: none"> • Being involved and concentrating • Keeping trying • Enjoying achieving what they set out to do
Creating and thinking critically - thinking	<ul style="list-style-type: none"> • Having their own ideas • Making links • Choosing ways to do things

Prime areas of learning	Aspects
Personal, social and emotional development	Making relationships, Self-confidence and self-awareness, Managing feelings and behaviour
Physical development	Moving and handling, Health and self-care
Communication and Language	Listening and attention, Understanding and speaking
Specific areas of learning	Aspects
Literacy	Reading, Writing
Mathematics	Numbers, Shape, space and measure
Understanding of the world	People and communities, The world, Technology
Expressive arts and design	Exploring and using media and materials, Being imaginative

- The prime areas begin to develop quickly in response to relationships and experiences, and run through and support learning in all other areas. The prime areas continue to be fundamental throughout the EYFS.
- The specific areas include essential skills and knowledge. They grow out of the prime areas, and provide important contexts for learning.

Top tips to prepare your child for school

1. Talk with and listen to your child as you play and do daily activities together. Listen to you child talk and extend their language by asking questions and modelling talk.
2. Read with your child at a regular time every day and talk with them about the stories you read.
3. Take your child to the library and get them their own library card. Let them choose books to read at home.
4. Toilet train your child. Make it fun!
5. Keep books, reading and writing materials where your child can reach them.
6. Talk about significant numbers, count everyday objects such as cutlery, pairs of socks etc.
7. Give your child some responsibility at home, such as setting the table or putting their washing up away.
8. Show your child how you read and write every day to have fun and to get things done.
9. Encourage your child to do things for themselves. Let them feed and dress themselves, tidy up etc.
10. Help your child to practise social skills, especially getting them to take turns, following directions, making choices. Visit friends with children or invite other children to play.
11. Encourage your child to develop resilience and patience so that they realise that not every wish of theirs can be granted straight away. This can be best achieved by encouraging children to play with friends.
12. Help your child to recognise his/her name. They may be able to recognise the first letter of their name or the whole name. You could practise with magnetic letters on the fridge.
13. Sing songs and nursery rhymes, including number rhymes. Make up your own rhymes using your child's name

Useful websites:

- Phonics play
- www.topmarks.co.uk
- www.mathszone.co.uk
- www.bbcnumeracy.co.uk
- Starfalls.com

Special Educational Needs

George Mitchell School is open to every family in the community. If a child has a particular special need or disability, preparation will be undertaken by us in consultation with the child's parents. Detailed discussion with our inclusion manager will ensure that the specific needs of the individual child are met.

Celebrating Diversity

George Mitchell School is committed to an understanding of equality of opportunities and celebrating diversity. We do not discriminate against children and their families on any grounds. We are continually introducing books and play materials which challenge stereotypes or negative ideas.

British Values

The fundamental British values that we promote at George -Mitchell school are:

- Democracy
- Rule of law
- Individual liberty
- Mutual respect and tolerance for those with different faiths.

Safeguarding

Safe guarding of children is of paramount importance to us and we endeavour fully to ensure that your children learn and thrive in an environment which is safe and secure for your children. Staff in nursery have a duty to ask parents/ carers about any marks or injuries noticed on a child and to record them. If your child does have a bruise, please come and tell us how it occurred as this saves us repeatedly asking the child. Within our daily

practice we also monitor any accidents that happen at nursery. We will inform you straight away by calling you in case of a child has a head injury. You will also be informed you of any other injuries and your child will be given an accident slip. All child protection issues regarding the welfare of the child are of paramount importance and are handled



with professional confidentiality. For more details see the *George Mitchell Safeguarding policy* on the school's website.

Mobile Phones Usage

Mobile phones must not be used whilst in the Early Years Setting. Phones should be turned off prior to entering - no calls should be made or received and photographs should not be taken without permission.



