

# St Teresa's Catholic Primary School



Nursery Brochure

2020-21



Dear Parents/Carers,

We would like to welcome you and your child to St Teresa's Nursery. We are a happy and caring setting which forms part of the larger St Teresa's Catholic Primary School community. We work together with the Reception Class to offer stimulating and enriching learning opportunities for children aged 3-5 years old.

At St Teresa's we believe passionately in the value of high quality early education which is both planned and child led and which is based on rigorous and continuous assessment.

We hope you and your child will have an enjoyable and successful time here with us. We want to ensure that your child reaches their full potential and that you both feel a valued member of the school family.

A good home/school relationship is vitally important to ensure your child's happiness, welfare and success. We want you to be involved with school life as much as possible.

Like all of us, young children learn best when they are interested and motivated, we believe that through first hand experience we can make learning interesting and fun for your child.

If you would like any further information about any aspect of life at St Teresa's Nursery, please do not hesitate to contact either myself or the school office to arrange an appointment.

Mrs Mulholland

Early Years Lead

Assistant Head Teacher



# Our Nursery

## Members of Staff 2020-2021

|                  |                       |
|------------------|-----------------------|
| Mrs P Strachan   | Headteacher           |
| Mrs F Lindsay    | Deputy Headteacher    |
| Mrs H Mulholland | Assistant Headteacher |
| Mrs E Faulkner   | School Secretary      |
| Mrs F Lindsay    | SENCO                 |
|                  |                       |
| Mrs H Mulholland | Nursery Teacher       |
| Mrs D Broomhead  | Nursery Key Worker    |
| Mrs M Weems      | Nursery Key Worker    |

## Local Management Board 2020-2021

|                    |             |
|--------------------|-------------|
| Mrs Margaret Price | Chairperson |
| Adam Lynch-Brown   | Vice Chair  |

### Parent Representatives

Carmen Miclea

### Foundation Governors

Fr. Greg Price  
Mrs Hayley Anthony  
Mr Darren Moss



## Our Mission Statement

*To create confident and independent learners who have the skills and knowledge needed to be the best that they can be and who serve each other in a loving Catholic community.*

*To achieve this we will:*

*strive to do the little things well like St. Teresa.*

*value ourselves and one another.*

*reach out to others.*

*accept and forgive.*

*worship together.*



*“Let us do the little things well today.”*

*St. Teresa of Lisieux*

# A Day in the Life ...



## Admissions

### Nursery Admissions:

#### *3-4 Year Old Free EYFS Provision*

All children are entitled to 15 hours of free nursery provision provided over 38 weeks (universal entitlement). From September 2017 some children will be entitled to an additional 15 hours (extended entitlement).

At St Teresa's we offer the following patterns of provision:

#### **Universal entitlement**

- 5 mornings a week
- 5 afternoons a week

#### **Extended entitlement**

8.45 - 3.30

This does not include a lunchtime session which is to be paid at a cost of £2.50 per day. Parents must provide a packed lunch for these days.

We also have a Breakfast Club and after school facilities which are payable on a weekly basis. Please see a member of staff for further details.

Places are allocated according to the criteria listed below:-

- Priority is given to "Children in Need".
- Children who are three years old are admitted in the week of their third birthday **as long as there are places available**.
- Where two or more applicants have the same date of birth, priority is given to the earliest date of application.
- Prospective parents can arrange a visit by telephoning the nursery and making an appointment. They will then be shown around and given all relevant information before filling in an application form.
- Places will be allocated before the half term holiday during the term prior to the child starting (see table below). Term dates are available on our website. Any applications received after these dates will be offered places on a first come, first served basis, according to availability.

#### **Entry into Nursery**

Autumn term  
Spring term  
Summer term

#### **Offer of Place**

Before Summer term half term  
Before Autumn term half term  
Before Spring term half term

# Nursery Uniform



There is a nursery uniform and we actively encourage children to wear it as it fosters a sense of community and belonging. The uniform is:

- ❖ Red jumper or cardigan
- ❖ Grey skirt or trousers
- ❖ White polo-shirt
- ❖ Black shoes (not trainers)
- ❖ Red sun cap (available in nursery £4)

- Sweatshirts, cardigans and tee shirts can be bought from Elizabeth's Embroidery (our school supplier)
- Please provide a named drawstring bag containing a change of clothing to hang on your child's coat peg.
- Please provide your child with a named pair of wellington boots that can remain in Nursery for outdoor learning.

**Please put a name in coats, hats, wellington boots, shoes and all school uniform.**

- The Headteacher has the right to prohibit the wearing of certain types of clothing if they are deemed unsuitable for nursery.
- Jewellery should not be worn in the interests of health and safety, including earrings.
- Hairstyles should be smart and appropriate. We strongly discourage shaved 'tramlines', 'Mohicans' etc. Hair which is longer than shoulder length must be tied back.

## The Nursery Day

| Morning Session | Afternoon Session | Teaching and Learning Opportunities   |
|-----------------|-------------------|---|
| 8.45 - 9.00     | 12.30 -12.45      | Arrival of children, key worker / parent interactions, child self selected and key worker focussed activities |
| 9.00 - 9.15     | 12.45 - 1.00      | Key worker led group session to instil learning, introduce new concepts and teacher initiated challenges      |
| 9.15 - 11.00    | 1.00 - 2.45       | Key worker initiated focus activities, child initiated learning indoors and outdoors                          |
| 11.00 - 11.15   | 2.45 - 3.00       | Key worker group phonic/language activity input   |
| 11.15 - 11.45   | 3.00 - 3.30       | Tidy up, end of session key worker group  |

# Learning for Life



## Early Years Foundation Stage

At St Teresa's we follow our own curriculum developed in line with the Early Years Development Matters and the Statutory Framework documents in accordance with government guidelines.

There are seven areas of the curriculum:

### PRIME AREAS

#### **Personal, Social and Emotional Development**

Your child will learn to talk confidently, take an interest in things, know what their own needs are, tell the difference between right and wrong, and be able to dress and undress themselves independently.

#### **Communication and Language**

Your child will learn to talk confidently and clearly, enjoying stories, songs and poems, hearing and saying sounds, and beginning to link them to the alphabet. They will be able to differentiate between drawing and writing as their understanding of mark making develops. To support the children's communication development, we use British Sign Language (BSL).

#### **Physical Development.**

Your child will learn to move confidently, controlling their body and handling equipment.

### SPECIFIC AREAS

#### **Literacy**

Your child will listen to and re-tell stories with more awareness of settings and characters. They will recognise some familiar words and begin able to enjoy books independently, knowing how to follow the print and turn pages from front to back.

#### **Mathematics**

Your child will develop an understanding of maths through stories, songs, games and imaginative play. They will become comfortable with numbers and with ideas such as 'heavier than' or 'bigger'. They will be aware of shape and space.



## **Understanding the World**

Your child will explore and find out about the world around them, asking questions about it. They will build with different materials, know about everyday technology and learn what it is used for. They will find out about past events in their lives and their families lives. They will find out about different cultures and beliefs.

## **Expressive Arts and Design**

Your child will explore colours and shapes, dance activities, making things, telling stories and making music.

## **What Can I do to help my Child?**

You are probably doing it already! Finding out what they have done in Nursery, discovering what they like and don't like, encouraging them to ask questions, listen to others and try out new skills all help to support their learning process. Reading your child stories and helping them to learn nursery rhymes is particularly helpful.

## **Special Educational Needs and Disabilities (SEND)**

At St Teresa's Nursery we are aware that some pupils will experience special needs at some stage in their development. In co-operation with the Head Teacher, the Governing Body determines the nursery's policy and approach for special needs provision. Within special educational needs, attention is given to the more able children as well as those experiencing difficulties. A member of the governing body has been appointed governor with special responsibility for S.E.N.D. The day-to-day management is delegated to the S.E.N.D. co-ordinator (Mrs Lindsay/Mrs Mulholland) who is the main point of contact and always willing to meet the parents of those pupils with special needs. She can be contacted through the School Office.

St Teresa's Nursery welcomes all children in the community. We ensure that all children have the same opportunity to fulfil their potential and to participate in all areas of Nursery life. The nursery continues to take its duties to children with special educational needs and disabilities very seriously and will take all reasonable steps to admit children with S.E.N.D and give them the fullest possible access to premises and the curriculum.



# Keeping Healthy, Staying Safe

## Medical Matters

If your child has any specific health issues or needs, please inform the staff. On the rare occasion when a medicine must be taken at school, parents **must** come in to nursery to complete an **Administration of Medicines Form** and liaise with a First Aider. Staff are not allowed to dispense medicines without a form being completed. Following advice from the LA, and in line with our policy, the nursery can administer **PRESCRIPTION MEDICINES ONLY**.

Children with asthma will be allowed to keep inhalers in nursery as long as they are clearly marked with the child's name and parents have filled in an appropriate **Administration of Medicines Form** (available from nursery). If your child suffers from an ongoing medical condition which requires specialist provision, please make an appointment to see Mrs Mulholland to make arrangements for a **Medical Care Plan**.

In the event of a child being ill or injured at nursery, trained staff will provide first aid care for your child and seek further advice if necessary. We ask all parents to provide us with an emergency contact number so they can be notified if their child becomes ill during the nursery session. If during the year, your contact circumstances change, please remember to inform the nursery. It would also help if notification of a child's absence could be made known to the nursery promptly, particularly when he/she is admitted to hospital or suffering from an infectious disease.

## Illness

As with adults if you are unwell you often want your own home and comfort. We ask you to keep your child at home if they have a high temperature, sickness and (or) diarrhoea (48hrs exclusion), eye infections and unidentified rashes or spots. This also allows us to keep the spread of infection at a minimum within the nursery setting. We also ask that you keep us informed and let us know of any medicine that has been given to your child.



## Sun Safety

We have a common sense approach to this area of health and safety, which encourages the application of sun block, wearing caps on hot days, and taking in plenty of water. Parents are advised to apply sun block to children before attending nursery. Please ensure there is a sun hat in your child's bag each session, but especially for those sunny days.

## Headlice

Darlington Borough Council Health Department Policy recognises that headlice is a community rather than an individual nursery issue. They ask all parents to be diligent and carry out regular checks to help the problem in individual communities.

## Safeguarding and Child Protection

Parents should be aware that the nursery will take any reasonable action to ensure the safety of its pupils.

In cases where the nursery has reason to be concerned that a child may be subject to harm, ill-treatment, neglect or other forms of abuse, staff will follow the LSCB (Local Safeguarding Board Procedures) Child Protection Procedures and inform Children's Services Social Care of their concern.

### **Child Protection Officers**

- Designated Person- Head Teacher Mrs P Strachan
- Nominated Deputy- Deputy Head Teacher Mrs F Lindsay
- Nominated Deputy - Assistant Head teacher Mrs H Mulholland

Parents may wish to know that all appointments to the nursery are subject to the enhanced Criminal Records Bureau disclosure process, which would identify any criminal convictions that would deem a person unsuitable to work with children. This is in line with the Authority's Safer Recruitment procedures.



## Attendance

At St Teresa's Nursery we believe good attendance is essential for children to feel settled and for them to be able to take full advantage of the learning and development opportunities available. At a young age continuity and consistency are important contributors to a child's well-being and progress. We also believe that regular attendance at nursery can set good practice for statutory schooling.

## Family Holidays in Term Time

Nursery Education is non-statutory and nursery pupils may take holidays in term time. Please inform us of any holiday dates.

## Hours

Morning Nursery - 8.45am until 11.45am  
Afternoon Nursery 12.30pm until 3.30pm

To avoid upsetting your child, please collect him/her promptly at the end of the session. The Nursery door is locked at the end of each session. No child will be allowed to leave the unit without an adult. Please inform a member of staff if you have to arrange for a different person to collect your child.

## Home Time Arrangements

We are responsible for ensuring the safety of each of your children in our care, therefore:-

- The school staff must always know who is expected to collect your child
- Children should always be collected by a responsible adult who is known to school and to the child
- If it is necessary for any other adult to collect a child, staff must be informed and that person should provide identification if they are not already known to school staff
- A member of staff will supervise the door and children will **only** be given into the care of the known adult who is collecting them
- Children **may not** be collected by any other adult without the knowledge and permission of the parent/carer
- If you would like to pick your child up at a different time then please go to the main school office to do so.



## Home/School Links

In nursery we use an App called See-Saw. It is here that nursery will endeavour to add photos and information about the things that we have been learning that week.

We would also like to encourage you to send us photos and information about the things your child enjoys doing at home. You may like to tell us about a particular celebration or an outing, that would be great too! We feel that your contribution is of considerable value and therefore we appreciate your engagement in this. The App is private and safe, and cannot be seen by anyone other than yourselves at home and the staff in nursery.

## Snack Time

Everyday milk and water are put out at the snack table along with a selection of fresh fruit. Each child is able to come to the snack area throughout the session and help themselves to a drink and a piece of fruit.

At St Teresa's we promote healthy eating. During your child's time here they will have many opportunities to try a wide variety of foods. We also like to include the children in the preparation and the choice of their snack. In order to achieve this, from time to time we may ask that you send in specific foods.

We hope you appreciate and support us in encouraging all children to eat healthily. Please let staff know if your child has any food allergies or special dietary requirements.

## Toilet

For children to gain maximum benefit from the Nursery, it is preferable that they start the nursery toilet trained and able to use the toilet independently. Parents should take particular care to train and help their child to become toilet trained and use the advice and support of their health visitor.

Children are allowed to go to the toilet as and when they wish. They are encouraged to go regularly so as to reduce the number of accidents. It is helpful if your child can take him/herself to the toilet and be able to wash hands. Very occasionally children do have accidents associated with toilet training and staff are able to deal with the occasional incident tactfully and discreetly.



## Supervised Tooth Brushing Scheme

All children in nursery are taking part in the programme and will be provided with their own toothbrush and will brush their teeth with fluoride toothpaste once every day while they are at nursery/school. They will be supervised by staff to do this. All toothbrushes will be stored in a rack to keep clean and will be replaced every three months (or sooner if needed). If you do NOT want your child to be part of this, please speak to a member of staff.

## Nursery Fund

The Early Years Fund is a fund used to enrich the high level of experiences your child has when they are with us. It enables us to buy extra resources needed on a weekly basis to support child initiated learning such as cookery. This is a voluntary donation of 50p per week. Thank you.

**If you have any other questions relating to school please feel free to speak to a member of staff**

**Thank You**

### **Contact details:**

St Teresa's Catholic Primary School  
Harris Street  
Darlington  
Co Durham  
DL1 4NL

**Telephone:** 01325 380754

**Website:** <http://stteresasdarlington.bhcet.org.uk>

**Email:** [admin@stteresasdarlington.bhcet.org.uk](mailto:admin@stteresasdarlington.bhcet.org.uk)