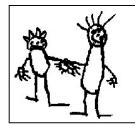
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# School Prospectus 2022-23

Birmingham City Council

# Lillian de Lissa Nursery School

Bellevue, Edgbaston, Birmingham B5 7LX

Tel: 0121 675 3421

Email: <a href="mailto:enquiry@ldelissa.bham.sch.uk">enquiry@ldelissa.bham.sch.uk</a>





# School Information

#### Lillian de Lissa Nursery School

Bellevue Edgbaston Birmingham B5 7LX

Tel: 0121 675 3421

Email:

enquiry@ldelissa.bham.sch.uk

Web site:

https://lilliandelissasch.life

#### Interim Executive Head teacher:

Michelle Slymn

Deputy Headteacher: Sally Appadu



**Number of child places:** 78 full time equivalent for 3-4 year olds and 40 part time places for 2 year olds.

#### The School Day

Full time: 8.45 a.m. to 3.00 p.m. - Monday to Friday

Part time

All day Monday, and Tuesday and Wednesday mornings 8.45—11.30am OR

Wednesday afternoons 12.30—3pm, all day Thursdays and Fridays

It is important that children are brought to and collected from school on time.

Regular attendance is essential if children are going to make good progress.

Children who have a good level of attendance at nursery are awarded with an excellent attendance certificate each term.



# School Term Dates

#### School Term Dates 2022/2023

#### **Autumn Term 2022**

Term Starts: Monday 5 September 2022

Half Term: Monday 24 October 2022 to Friday 28 October 2022

Term Ends: Friday 16 December 2022

#### Spring Term 2023

Term Starts: Tuesday 3 January 2023

Half Term: Monday 20 February 2023 to Friday 24 February 2023

Term Ends: Friday 31 March 2023

#### Summer Term 2023

Term Starts: Monday 17 April 2023

Half Term: Monday 29 May 2023 to Friday 2 June 2023

Term Ends: Tuesday 25 July 2023

The school will be closed for an additional number of staff training days during the school year. Advance notice of these closures will be given.



# Our School Ethos

Welcome to our school.

We hope this will be the beginning of a happy association with you, your child and your family.

Lillian de Lissa Nursery School is a Local Authority School staffed by qualified teachers and teaching assistants. The school offers full and part time places (78fte) as determined by the Birmingham LA admissions criteria. Parents are encouraged to visit the school and put their children's name on the waiting list as soon as possible.



The nursery consists of a large open plan area and an outside play area where the staff and children work together. We also have a community room. We aim to provide a happy, secure, welcoming and caring environment where children can learn, explore and develop. We plan to provide a wide range of educational activities which cover every area of early years experience, and which encourage children to become confident, independent and motivated learners.

The school recognises and values what each child brings to the nursery and we hope to work closely in partnership with parents to achieve these aims. We encourage parents to take an active interest in what we do at school. We are very proud of the multi-cultural nature of our school and the staff are committed to promoting this aspect. We value and include all children equally and encourage the children to show a caring attitude towards each other. We hope that parents will support this important part of our school philosophy.



# Quotes from Ofsted

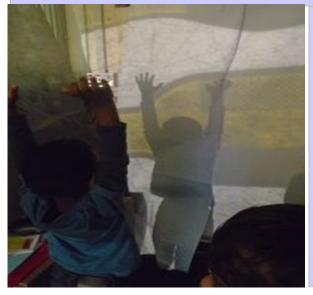


"Delightful relationships exist between children and with adults. Behaviour is excellent. Children happily play alongside each other or together, talking about what they are doing. They develop confidence and independence from the outset. Children quickly know what is expected and follow routines and instructions well."

Ofsted 2018

"Lillian de Lissa Nursery School is a magical place full of exciting learning opportunities that develop children's curiosity. Every day, children are eager to get through the door to start learning. Staff have high expectations for every child. The staff's expertise ensures that learning is well matched to children's interests and needs. Children flourish academically, socially and emotionally. They achieve exceptionally well and acquire the foundations for future learning."





"Children are at the heart of this nursery. Children all get on very well together. They consider one another's ideas when organising their play. Staff support children with special educational needs and/or disabilities well. Adults said that there is 'no limit to what every child can achieve'."

Ofsted 2021



# School Aims and Values

All of our staff work together to achieve the following aims:

- To provide a welcoming, attractive and stimulating environment both inside and outside which is calm, supportive and child friendly. We want children to feel happy and secure in an environment that promotes children's learning.
- To welcome, develop, and respect the partnership between home and school.
  To involve families in their child's learning and value the many and varied experiences that children and their families bring from home. Work with parents to provide appropriate support for all children to be successful and achieve their very best.
- To provide a broad and balanced range of learning experiences where all children are encouraged and supported to develop their learning. We listen to and consult with children to encourage ownership of their learning.
- To value and include every child. Encourage children's confidence and independence to enable them to make choices, decisions and take risks. Encourage children to initiate and extend their learning following their own interests within a safe but challenging environment.
- We recognise the importance of play. We give children the opportunity to explore, communicate, negotiate, develop curiosity, express themselves and share experiences together in an environment that encourages children to be researchers.
- To provide and plan activities that are exciting, purposeful, challenging and enjoyable and that reflect children's individual interests. Extend the opportunities for learning into the wider community and provide a range of real life experiences in the natural environment.
- We place equal value on learning outdoors as we do indoors. Children have the opportunity to learn outside every day.
- We use creativity and working with artists as a tool to provide learning opportunities for all children, staff and families. Documentation is used to evidence and develop learning for both practitioners and children and to make learning visible.
- To share our good practice with other early years settings, colleagues and students whilst constantly striving to develop our own school practice through reflection, self-review and evaluation.
- To support and encourage the continuing professional development of all our staff.
- Work in partnership with other agencies, professionals and schools to offer appropriate support for children and families.



# The School day

# School hours are from 8.45 a.m. to 3 p.m. for FULL TIME PLACES All day Monday, and Tuesday & Wednesday mornings OR Wednesday afternoons and all day Thursday & Friday for PART TIME PLACES

- The school doors open at 8.45 a.m. Please stay with your child until they have greeted their member of staff. After greeting the staff children can choose to play freely.
- You are welcome to stay and play for a time we encourage your interest, involvement and support.
- Children can start arriving at 8.45. We appreciate that you may have other children to take to school, but it is important to bring your child by 9.00 to ensure a dinner is booked and they are ready to start the first activity. If we do not receive a message by 9.15 and your child arrives late you may be asked to take them home for dinner.

The school has an Open Door policy, which means that you are welcome in school at any time. If, however, you would like to talk to a particular member of staff it is often easier to arrange if you can give us a little notice. The Deputy Headteacher is usually available to talk to parents at the beginning and end of each day.



**Extra hours charges**—If you would like to pay for an additional 15 hours of provision a week the charge is £96.60 including 2 lunches. Parents will be required to sign a contract and one weeks deposit in advance must be paid to secure the place.

#### After School Club

We offer an after school club for working families. This provision is open from 3.00pm – 5.00pm each day during the school term. There is a charge of £15.00 per full session. Until 3.30pm there is a charge of £4.

There is also an additional charge if children are collected late. Parents will be required to sign a contract. Some parents may be able to claim a percentage of these costs back if in receipt of working tax credit. The after school club gives priority to working and studying parents and places will be allocated on a first come first served basis.

Children who are collected late from school will also face a charge of £5.00



# Collecting Your Children

Children must be collected promptly at 3.00 p.m. (and at 11.30 am on Wednesday mornings for part time for 3 –4 year olds and 11.15am for 2 year olds) It is important that children are collected on time as they can become distressed if left. The staff also have a variety of commitments after school including staff and planning meetings.

If you arrive early please wait quietly in the reception area until the doors to the school are opened at 2.50pm to avoid the session at the end of the day being disrupted. If you need to collect your child earlier than this to get to another school please come at 2.15pm before our final session starts to cause the least disruption. Please do not use your mobile phones in school when collecting your child. They disturb the story sessions, can be intrusive and the staff may need to talk to you at the end of the school day.

Children should be collected by a parent or familiar adult. Children will not be released to anyone under the age of sixteen or to taxi companies. Please telephone if you know you are going to be late and also let the staff know if someone different is collecting your child.

Please let the staff know if there is someone who **should not** collect your child. Children will only be released to the adults named on the collection consent form, unless we receive a message from you.

# Absences—Illness and Medication

Please let us know if your child is ill (tel: 675 3421) - staff will contact you on the first day of any absence if we have not been informed. This will be repeated on the second day of absence and if we have been unable to contact you we will carry out a home visit.

Medicines are not given in school unless under special circumstances. If your child requires a short course of treatment please speak to a member of staff. If your child requires medication on a regular basis (e.g. for asthma) please see Mrs Brown or Mrs Begum and we will make suitable arrangements. We will only administer prescribed medication.

To prevent the spread of infection, the Environmental Health Department has advised us that all children must have **two** clear days away from school after any bout of sickness or diarrhoea. Please keep your child at home if they are not well enough to participate fully in the Nursery day, this includes going outside to play.



# **Contact Numbers**

Please make sure that we have at least two contact phone numbers, preferably local, in case of an emergency, and that staff are informed of any changes of address or phone numbers.



# Settling Into School

New children are introduced to the nursery gradually. We admit a few children at a time during the first few weeks of the new school year so that we can spend time supporting children as they become familiar with our school. This also gives us the opportunity to get to know parents and carers.

Your child will be placed in a group of thirteen children with a key member of staff who is responsible for the "family group". It is important that you take your child to greet their member of staff, so they know who has arrived each morning.

Some young children find the move from home to school upsetting and, if so, parents are expected to stay with their child for the first session and maybe for longer if they are finding it difficult to settle. Please be patient, as children take varying amounts of time to feel happy about being left. Please make arrangements to be available for approximately the first few days. We prefer parents to support their child's first few days, but if this is not possible please arrange for a familiar adult to support your child on your behalf.

When the staff feel that your child can be left you may be asked to sit in our staff room for a short time. When you leave your child in school during the settling in period it is very important that you return at the specific time which is given.

All children attend for shorter hours for the first few days. Dinners are introduced when your child is settled and the length of the day is then gradually extended when the staff feel that your child is ready to stay for longer.

Please be guided by the staff's experience, as it is very important that your child settles happily into school.





# Healthy Lifestyles

## School Meals

Our meals are cooked at Nutrifresh and are transported to our school where they are served by two members of kitchen staff. The children sit with their "family group" and a member of staff for their dinner and this is an important social time.

Usually all of the children stay at school for dinner and we do not have facilities in school for packed lunches brought from home, except in exceptional circumstances. The meals served are halal but specific meals are provided for children who for medical, religious reasons. We can also cater for your child if they have known allergens. If your child is allergic to specific foods please let us know when you register your child for a place at nursery. If your child has any genuine dislikes please discuss them with the staff.

# **Healthy Eating**

Please do not send your child to school with sweets, biscuits, crisps etc. We usually have children in school with a number of allergies, some very severe, and it could be dangerous if children share food from home.

We provide fresh fruit and toast daily for the children. Children also have access to drinking water whenever they wish.

# **Birthdays**

Many children like to celebrate their birthday in school. We are a healthy school so if you would like to bring in food to share, please bring in fruit. We will sing Happy Birthday to your child as a family group.

# Dinner Money and Free School meals

If your child stays for lunch, dinner money must be paid a week in advance each week. Please place the correct amount of money in an envelope, supplied by school, with your child's name on it and hand it to the office. The current amount is £2.20 a day.

If you receive certain benefits you may be entitled to free school meals.

Please see David Howard in reception to obtain further information and an application form.

#### School Fund

We ask for a voluntary contribution of £2 per week for children attending full time and £1 for part time children and children paying for the extra 15 hours. We rely on and appreciate your contributions, without it we would be unable to provide many of the extras in school e.g. daily fruit and toast, cookery ingredients, celebrations and some visits. Please pay school fund to David Howard.



# Safety and Security

#### **Doors**

Please remember to close all outside doors when entering and leaving our school. In the interest of safety we lock the outside door is locked at all times. Please ring the bell if you need to gain entry. Please take your child into the classrooms and to their member of staff - don't leave younger children unattended in the corridor.

### Buggies and Bikes

We ask you to leave buggies and bikes in the covered area at the back of the children's centre building (you can bring babies and toddlers into school with you). This is for safety reasons if we have to vacate the building in an emergency. We cannot accept responsibility for buggies or bikes left outside during the day. We have a bike stand in the covered area for bikes to be secured to.

#### Cars

Parents cars are not allowed down the drive so please park cars on the road outside the school grounds and not in our car park. Driving through our gates and down the drive can be very dangerous as parents and children use this entrance when coming into and leaving school. We encourage walking to school whenever possible. If you do drive please park legally and safely.

### Inappropriate Behaviour

We have a duty of care to all of the children, staff and other parents in school. We will not accept any form of verbal, or physical aggression or unsociable behaviour as it is against the culture and ethos of our school. If such behaviour does occur we will take action and deal with it promptly, involving the Local Authority or the Police if necessary. This can result in the person concerned being banned from the premises and facing the possibility of legal action. Please see our visitors code of conduct on our website or outside the head teachers office.





# Clothing and Messy Play





Clothing should be suitable for play and easy for your child to manage in order to go to the toilet independently. Belts and dungarees can cause problems if your child is in a hurry to go to the toilet and should be avoided. Children do occasionally have a toileting accident so you may like to leave a change of clothes in a small bag on your child's peg just in case. We are always happy to accept clothing that your children have outgrown, particularly pants and trousers, to use as spare clothing. Please label items of clothing especially school sweatshirts, coats, hats, gloves and wellington boots with your child's name.

Please do not dress your child in their best clothes for nursery as we provide many opportunities for messy play on a daily basis. Messy play enables children to explore using all of their senses. It also helps with body balance and spatial awareness, enhancing gross motor skills. It's also great for working on hand-eye coordination, which is a crucial skill for life. Messy play also provides an excellent opportunity for developing new language.

### **Outside Play**

Outdoor play is an important part of children's learning at our school and whenever possible all children spend part of each day playing outside. Please ensure that they come in suitable clothes and provide some spare clothing in case they get dirty. If your child comes to school in boots or wellingtons in bad weather, please send a change of shoes for them to wear indoors. If the weather is very hot and sunny please send your child with a sun hat.

#### School Sweatshirts

You will be given the chance to purchase sweatshirts and t-shirts with the school logo on. Please make sure they are labelled with your child's name inside as they can easily get mixed up.

### Jewellery and Valuables

Please make sure that your child doesn't come to school with any valuable items such as jewellery.

If your child has pierced ears please make sure that earrings are the stud types as these are less likely to cause injury.

#### Toys

Children are not encouraged to bring their toys to school as they can become damaged or lost and this causes distress. If your child is keen to bring a toy in to show a member of staff please take it home when you leave, or ask the staff to keep it until the end of the day.

Children will occasionally come home with small toys or pieces of apparatus in their pockets. If this happens please do not be embarrassed but return them to school as soon as possible, as equipment which is broken or has pieces missing is not very inviting and can be expensive to replace.



### Visits and Visitors

We like to extend the children's learning experiences outside the school environment as often as possible by going, for example, on local walks and visits to shops, parks, and farms.

We like to welcome visitors to our school including artists, musicians, friends of the school and many more. We receive many visitors from Birmingham, other parts of the country and sometimes from abroad, who come to observe, discuss and share our good practice. Occasionally visitors and students like to take photographs in school of the children's learning. You will be asked to sign a consent form regarding photos but please see Mrs Cryan if you have any concerns.

**Students**—We provide placements in school each year for pupils from secondary schools and for early years and childcare and teaching students to gain valuable practical experience necessary for their training.



# Charging Policy

We follow the Local Authority guidelines on charging and our charging policy is based on this. All children have an entitlement to participate fully in nursery activities and visits regardless of family income.

All contributions for nursery events and trips are voluntary payments and are usually subsidised by school. If however we do not receive sufficient voluntary contributions certain visits or activities may not be able to take place.



# Special Educational Needs

It is the aim of our school to ensure that all children are valued, respected and included and that they all have access to the learning curriculum and environment. We have a policy in school for children with special educational needs.

Parents are always informed if the school is concerned about any aspect of their child's development and permission is always obtained before we involve any other professionals. Parents are kept informed of any discussions that take place and will always be invited to attend any relevant meetings. Your views and support are of great importance and we seek to work in partnership with you for the benefit of your child.

We have developed our learning environment to ensure that it is accessible for all children and we have a school Accessibility Plan which was developed through Standards for Inclusion and meets the Disability Duty and the Disability Equality Scheme.

To find out more please visit our website and read our Local Offer.

https://lilliandelissa.sch.life

# **Equal Opportunities**

The school has its own equal opportunities policy and the principles are incorporated into all aspects of our curriculum, staff training and school policies. We value all children equally and strive to create an open learning environment for all children, where they have the opportunity to share, explore and celebrate a rich variety of cultural diversity, free of prejudice and discrimination.

### Safeguarding

Staff have a legal obligation to safeguard children's welfare. This will include recording any injuries affecting a child and as a result we may have to contact another agency such as Social Care and Heath without consulting parents first. The school follows the Local Authority guidelines and procedures for child protection. The school has its own policy and staff are trained in child protection issues. All staff and volunteers have enhanced DBS checks.

If your child has an accident it will be recorded and you will be informed. If there is a serious injury we will make every effort to contact you immediately. Please ensure that we always have a current contact number.

Lillian de Lissa Nursery School will fulfil their local and national responsibilities as laid out in the following documents:-

<u>Keeping Children Safe in Education</u>: Statutory guidance for schools and colleges (DFE as of 1st September 2022)

Right Help Right Time: Delivering effective support for children and families in Birmingham (Version 4 February 2020)

Guidance for safer working practice for those working with children and young people in education settings Addendum April 2020 (Safer Recruitment Consortium)

Guidance for safer working practice for those children working with children and young people in Education Settings May 2019 (Safer Recruitment Consortium)

<u>Keeping Children Safe in Education</u>: Statutory guidance for schools and colleges (DfE Sept 2020)

<u>Coronavirus (COVID-19):</u> safeguarding in schools, colleges and other providers (DFE March 2020)

Supporting vulnerable children and young people during the coronavirus (COVID-19) outbreak (DFE March 2020)

Working together to safeguard children (DFE 2018)

#### **Book Libraries**

Your child will have the opportunity to choose a library book each week to take home. Please try to find a special time to share and enjoy a story together.

# Governing Body

Our school is part of a federation of Birmingham Nursery Schools. 9 Maintained Birmingham Nursery Schools made the decision to join together to form a Federation. All these schools have shared vision to achieve a single sustainable organisation, city wide, with strategic governance and leadership delivering an inclusive and safe child led learning experience, strong family partnerships and outstanding outcomes for children. Each Nursery school is paired with another Nursery School and is managed by an Executive Headteacher. Lillian de Lissa Nursery School is paired with Newtown Nursery School.

There is a single Governing Board (GB) covering all schools, supported by local sub-committees.

The Chair of our single Governing Board is Sean Delaney.

The Chair of our local Governing Board is Margaret Sullivan.

Both the single governing board and the local governing board hold meetings on a regular basis.

# Compliments and Complaints Procedure

If parents have any concerns or complaints please see the staff in the classrooms or Mrs Sally Appadu the Deputy Head Teacher and hopefully we will be able to resolve any difficulties. If not we have a school compliments and complaints policy outlining the procedure to follow.

### Early Help, Family Support and Stay and Play

Family Support can support with benefits, housing, immigration and a whole host of other things. Please see Isma at Reception and she will make an appointment to talk to Sally Appadu. She will be someone to talk to and will be able to refer you to access support from Early Help and Family Support.

As a school we run stay and play every Tuesday. We hope to run more group sessions as the year progresses.

#### Parental Involvement

Parents are welcome in school and are encouraged to play an active part in their children's learning. We hope to work in partnership with you for the benefit of your child.

Most years we hold one or two fund raising events for charity or school funds and parents are asked to support them by involving friends, family and neighbours. All nursery children benefit from the money we raise for school. In the past we have bought a climbing frame, outside play equipment and computer resources. We also raise money to support local, national and global charities.

We run parent workshops throughout the year on communication and language, e-safety, mathematical development and science. Mrs Partridge also regularly runs story share sessions where the children help Mrs Partridge to retell the story we have been focusing on in Literacy. It is a fun and interactive experience!

Last year we took part in a Health for Life in the Nursery School project. Health for Life invited us to be part of their We have started to grow our own food. We would like parents help to build a community garden at Lillian de Lissa Nurserv School and we plan to sell our produce at the end of every school year. These funds will go back into our community garden so that we can ensure our project is sustainable for the future. We need your help with this so please see your child's key



#### Parent's Notices

Parent's information is often displayed in the school entrance and on the notice boards fixed to the fence at the back and front of the centre. We will also keep you informed about future events and items of interest by letter and posts on our website and facebook.

### Focus Child

We are pleased to talk to parents and carers at the beginning and end of each day but we also hold parent reflection meetings throughout the year. This will be when your child is chosen to be a focus child and we will have a celebration board for them by their family group area. We will ask you to bring photographs of your child and family and the group will use these photos as a discussion focus at group time. Around this time there will be a parent reflection meeting arranged at a mutually convenient time for you and your child's teacher. This is a fantastic opportunity to hear about how your child is getting on at nursery and your child's progress and attain-



# What Will Your Child Learn at Nursery?

The Nursery is staffed by qualified teachers and teaching assistants who plan and work together as a team.

We have 2 classroom areas at Nursery– The 2 year old provision and the 3-4 year old provision. The 2 year olds have the opportunity to access the 3–4 year old provision at various points of the day and are supported by their key practitioners.

We follow the statutory framework of the Revised Early Years Foundation Stage, introduced from September 2021, which covers children from birth to five years of age, however we take into account the individual need, learning styles and interests of the children.

We use Development Matters September 2020 as our assessment tool but also use Birth to Five Matters as a guide to approach the curriculum.



The Early Years Foundation Stage follows a principled approach under four themes:

A Unique Child,

#### Positive Relationships,

#### **Enabling Environments &**

#### Learning and Development.

The children work towards the early learning goals through seven areas of learning: These areas are particularly crucial for igniting curiosity and enthusiasm for learning, forming relationships and thriving. These three *prime* areas are:

- Communication and language
- Physical development
- Personal, social and emotional development

Alongside these areas there are four specific areas through which the prime areas are strengthened and applied, these are:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

The curriculum for the Early Years Foundation Stage should underpin all future learning by supporting, fostering, promoting and developing children's positive attitudes towards their learning. We also place a great emphasis on developing children's learning through creativity and their own interests. We employ an artist in school and during the year all children will have the opportunity to work with a range of artists, including musicians and storytellers. Some of our staff have visited the pre-schools in Reggio Emilia, Italy and have been inspired and influenced by their philosophy which places the child at the centre of their learning.

The staff in the 2 year old provision focus on the 3 prime areas of learning (communication and language, physical development and personal, social and emotional development) so that a solid foundation is built by the time children move up to the 3–4 year old provision.

Well planned play both indoors and outdoors is a key way in which young children learn with enjoyment and challenge. The staff all plan together on a weekly basis in team meetings and the whole school staff work together for medium and long term curriculum planning.



### Personal, Social and Emotional Development

Successful personal, social and emotional development is essential for very young children in all aspects of their lives and it underpins all other areas of learning.

We provide opportunities, support and experiences in school to enable children to: develop a positive sense of themselves, show respect for others, establish relationships with others and develop a positive attitude to learning. This will involve:

- Children feeling safe, secure and able to trust the adults who work with them
- Children learning to respect themselves and others
- Having a developing respect for their own cultures and beliefs and those of others
- Understanding what is right, what is wrong and why.
- Forming good relationships with children and adults
- Managing their own personal needs and hygiene
- Children becoming interested, excited and motivated in their learning
- Being confident to try new activities, initiate ideas and use activities and resources independently
- Having a developing awareness of their own needs and feelings and be sensitive to the needs and feelings of others.

#### We positively encourage the following behaviour:

- Children should be kind to each other and show a caring, sharing attitude.
- Children should care for equipment and resources both inside and outside school and also for our outside environment e.g. our garden areas.
- We encourage children to develop a sense of caring for themselves to ensure their own health and safety e.g. washing hands, and walking in school. We also hope that they will develop a sense of responsibility towards their own belongings and others.

We seek to encourage the children to develop self discipline. They are expected to care for and respect themselves and others. We do not have many school rules and most relate directly to safety. The school has a behaviour policy and you are welcome to look at it at any time. Children are discouraged from behaving in an aggressive manner.

Parents are always told of serious incidents of concern, particularly where they involve other children, adults or property. Less serious matters are dealt with in the

classroom by the staff. Any incidence of bullying

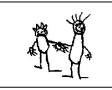
will be treated seriously and dealt with appropriately. We

aim to work in partnership with you in your child's best interests.

follow Birmingham's Framework for Intervention where, if behaviour is a concern, we look at aspects of the learning environment and structure of the day to see if we can make changes to support children's positive behaviour.

We are always willing to discuss any concerns you may have with your child's behaviour and we





### Monitoring and Assessing Children's Progress

Staff keep detailed records of every child's progress, including photographs, which forms part of a pupil profile. The information that we build up on your child will be transferred to your child's primary school when they leave the Nursery. The staff observe all children in school which will help them to plan activities to meet all children's needs.

Learning Journals are kept for all children which contain photographs and examples of learning activities during the school year so that progression can be seen at the end of the year. You will be able to keep these journals when your child leaves the Nursery.

### Leaving The Nursery

In the September following their fourth birthday children transfer to their primary schools. Applications for primary school places are now managed centrally by the local authority and you will receive the information to enable you to make your choice of school by post.

We hope that your child will be happy at our Nursery School and that you will both share and enjoy the many experiences that Nursery Education has to offer.