Welcome to

St Nicholas' Primary and Nursery School

Early Years Foundation Stage (EYFS) Unit

When my child is at Nursery & School who will look after them?

In our Early Years Foundation Stage, both Nursery and Reception are taught by highly skilled, experienced Early Years teachers,
Bethan Baldwin (Bluebell Class) and
Nansy Fraser (Sunflower Class).
They work closely together and are supported by a brilliant team of enthusiastic, caring and nurturing teaching assistants. Most of them are also highly experienced and have received specific training to support teaching, learning, play and wellbeing in the EYFS.

When can my child start in Nursery?

Your child is welcome to start in our Nursery in the term of their third birthday, or you may choose to wait until the term after your child's third birthday. If your child joins us in the term when they reach their third birthday, for this term you will have to pay **£24.00** per 3 hour session in advance, unless you are eligible for funding for 2 year olds. To check if you are eligible please go to https://www.childcarechoices.gov.uk/

Starting from the term after your child's third birthday **the first 15 hours of Nursery are free.** These hours can be made up of five mornings (8.45am – 11.45am), five afternoons (12.15pm – 3.15pm) or a combination of two full days (8.45am – 3.15pm) and a half day; for example Monday and Tuesday all day and Wednesday morning **OR** Wednesday afternoon, all day Thursday and all day Friday.

Your child may be able to attend **30 hours free,** which is classed as full time (8:45am-3:15pm). To check if you are eligible follow the link https://www.childcarechoices.gov.uk/ You will need to provide us with a '30 hr code' before the term you start at Nursery to be eligible.

If your child enjoys coming to Nursery and you want to pay for additional sessions, the cost for 2-3 year olds = £24.00 per 3 hour session and for 3-4 year olds = £16 per 3 hour session

Your child may be eligible to attend **30 hours funded sessions** which is classed as full time (8:45am-3:15pm). Please follow the link below to check your eligibility https://www.childcarechoices.gov.uk/ You will need to provide us with a '30 hr code' before the term you start at Nursery.

If your child is enjoying their time at Nursery but you are not eligible for 30hr funding as above, you can book additional sessions chargeable at the following rates:

- **2–3 year olds:** £24.00 per 3-hour session
- **3–4 year olds:** £16.00 per 3-hour session

Please ensure to read the Nursery "Terms & Conditions" for fee paying sessions.

When can my child start Reception?

If your child is 5 years old or will be turning 5 during the school year (September 1st to August 31st) they are welcome to attend full time in Reception (Sunflower class) from September. *It tends to be only in exceptional circumstances that children do not join us full time in September, although this is your choice. Compulsory school age is from the term after your 5th birthday.*

❖ If your child is born between September 1st and December 31st they must start full time from the January of the following year.

❖ If your child is born between January 1st and March 31st, they must start full time after the Easter holidays.

❖ If your child is born between April 1st and August 31st, they must start before the end of the school year or you will have to re-apply for Year 1.

Please make sure that before your child join us at Nursery or Reception you complete the supplementary information and funding forms in the links below:

New Pupil Supplementary Information Form https://forms.gle/rbT7Qv1ufzAhsC2HA
New Pupil Funding & Early Years Funding form
https://forms.gle/gSXqz27nDLPD3xsQ9

How will school communicate with parents and carers?

If your child is ill or can't come to school for any reason, then you will need to **telephone the school office** to inform us that your child won't be in school and the reason why before **8.30am.** Alternatively, you can **email the school office** on the address below.
You will need to do this **each day** that your child is absent from school.
The school sends regular messages through **'Communicate, Class Dojo and Tapestry'**. For administrative issues please contact the office to ask for advice.
Every member of the St Nick's Team has an **email address,** so you can also contact your child's teacher directly via their email. If you would like to make an appointment

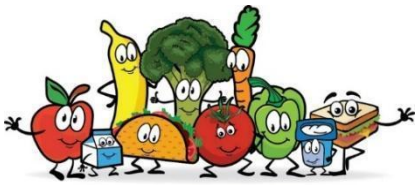
to talk to your child's teacher in person, you can contact them to find a mutually convenient time.
ClassDojo is an online platform that is used across the school. This is the main tool for teachers to pass on short messages, share news and photos from learning and activities in class, remind you of events coming up, etc.
In the EYFS we also use the **Tapestry online learning journal** app. Your child's class teacher will use this for sharing with parents and carers personal and group observations and photos detailing your child's learning journey over their time in Nursery and Reception. Families can also upload photos and comments to this journal. We will send a separate letter about this, including a permission slip which will need to be signed and returned to school.

Our school website has a wealth of information on it, and each class has their own section that they update regularly. You can also find the schools' policies and privacy notice on the website, if you would like printed copies of these please ask at the office.
Web-site https://stnicholasprimaryschool.org.uk/

To share with your child:

What will I do during my day in Nursery?

The school gates open at 8:35am and we welcome you into class at **8.45am.** Your parents and carers can walk with you into the Nursery and say goodbye in your class, which is called '**Bluebells'.** You will have a peg with a picture on to hang your coat and bag on, a trolley to put your lunch box on (if you are having a packed lunch) and a tray to put your named water bottle in. At **8.55am** your teacher will take the register, followed by a short group time. You can then explore the Early Years Unit, both inside and outside, with a range of play based activities on offer. These activities are child initiated, while supervised and supported by all the adults. You can choose who and what to play with and will be offered a snack of fresh fruit, milk and water. It is story and rhyme time at **11.15am.** If you are staying at nursery for a full day you will have your lunch at **11.45am** in the main school hall with your Reception friends**.** If you are going home before lunch, we take you to the gate at **11.45am** to be collected by your parent or carer.



If you arrive at **12.15pm** for the afternoon session, you are brought over to the Early Years unit by a member of the office staff team. It is important that you have your lunch at home before coming to Nursery.

At **12.45pm** your teacher will take the afternoon register and you will have a short group time. You can then explore the Early Years Unit, both inside and outside, with a range of play based activities on offer. These activities are child initiated, while supervised and supported by all the adults. You can choose who and what to play

with and will be offered a snack of fresh fruit, milk and water. Story and rhyme time is at **2.50pm** and at **3.15pm** it is home time. Your parent or carer will be waiting outside Bluebell class to collect you. If you are going to the After School Club your teacher will take you there.

What will I do during my day in Reception?

The school gates open at 8:35am and we welcome you into Sunflower class at **8.40am.** Your parent or carer will need to walk you to the Reception area gate, where we receive you and you can say goodbye. Grown ups may also come inside to help you place your belongings before saying goodbye by the time registration starts. You will have a peg with your name on to hang your coat and bag on, a trolley to put your lunch box on (if you are having a packed lunch) and a box to put your named water bottle in. At **8.55am** your teacher will take the register, followed by a whole class group time, linked to one or more areas of learning of the EYFS curriculum. You can then explore the Early Years Unit, both inside and outside, with a range of play based activities on offer. These activities are both child initiated, adult initiated but freely chosen, as well as adult led. Most of the time you choose who and what to play with and will be offered a snack of fresh fruit, milk and water. At **11am** all the Reception children have phonics time. Following this, at **11.40am** your teacher will take you over to the school hall to have your lunch with your friends. When you have finished your lunch you will be brought back over to play in our EYFS garden.

At **12.45pm** we all come inside for some quiet time, your teacher takes the afternoon register and you will have another whole class group session. You can then continue exploring the Early Years Unit, inside and outside, just like in the morning. We have a big tidy up, with everyone helping, before story and rhyme time at **2.50pm**. At **3.15pm** it is home time. Your parent or carer will be waiting outside Sunflower class to collect you. If you are going to the After School Club your teacher will take you there.

Can I join in with any clubs and activities within school hours and outside of school hours?

Yes, you can join in with fun and games at the enrichment clubs. Look out for school emails to sign up to the different clubs on offer each term. There is also a wonderful After School Club that you can join. It runs Monday to Friday 3.15pm until **5pm/5.30pm.** There is also a Breakfast Club, if you need to be dropped off at school at **8.00am.** Bookings for the Breakfast and After School club can be made by clicking on the enrichment and extracurricular activities tab on our school's website. This is also where you will find the club's terms and conditions. See https://stnicholasprimaryschool.org.uk/

Your parents and carers are welcome to join in with our weekly coffee mornings, on a Wednesday morning from 9am-10.30am. This is a great opportunity to have a cuppa and meet some of the other parents. Younger children are welcome to come and join in with arts and craft activities, singing, rhymes, games and much more!

What will I be eating and drinking during the day?

Milk, fruit and water is free and available in each of our Early Years classes for a period each morning and afternoon. You will need to bring in your own water bottle, with your name clearly labelled! If you are in our Reception year, you are entitled to a free cooked lunch and if you are in Nursery you can buy a lunch for £3.00 per meal. We have a nutritious menu, with a selection of 3 different options available each day, including vegetarian, with fresh fruit and salad. All our food is prepared and cooked on site in our school kitchen. School lunches can be booked and selected online ahead of time. In Reception classes you can also tell us in the morning what you wish to eat. If you prefer to bring in your own healthy packed lunch that is fine too! Remember, we are a nut free school.

What shall I wear?

Outdoor play is very important for you to feel well, happy and healthy. Regardless of the weather the doors to Reception and Nursery are open most of the day. We don't want you to wear your best clothes for playing outside, as you are likely to get a bit dirty by the end of the day. Wear something that is comfortable, warm in the winter months and cool in the summer months. Bring a spare set of clothes in case you get them wet. These can be left on your peg. Wear sturdy non-slip shoes and bring your welly boots for splashing in the puddles. You can leave your welly boots at school for a rainy day. And don't forget to ask your parent to clearly label all of your items of clothes, shoes and belongings please! Keep your toys at home, to keep them safe and avoid anyone getting upset about sharing these.
If you prefer to wear a uniform, which most Reception children do, you can buy clothing with our school logo on (including items such as t-shirt, jumper and fleece) from Stevensons in Summertown, or purchase a uniform (following our school uniform policy, which can be found on our website) from outlets such as supermarkets and other reasonably priced shops. We also sell second hand uniforms, so please do let us know if you are interested in purchasing these for a small donation. For children who are entitled to 'Pupil Premium Funding' the school may be able to support you in purchasing a uniform. Book bags are also extremely useful to keep your reading books and diaries in, and put any school letters in. These can also be purchased from Stevensons in Summertown or from supermarkets or online retailers.

Useful contact details:

Useful contact details:

- **Admin Team: Anu Gundurao, Sophie Stallard, Katie Scott** are based in the school office, and are happy to assist you with any general enquiries.
Telephone number: **01865 242838**
communicate@stnicholasprimaryschool.org.uk

- **School business manager: Mrs Anne Johnson**
Email address: sbm@stnicholasprimaryschool.org.uk

- **Home school link worker: Mrs Stephanie Best**
Email address: steph.best@stnicholasprimaryschool.org.uk

- **Nursery teacher (Bluebells class): Bethan Baldwin**
Email address: bethan.baldwin@stnicholasprimaryschool.org.uk

- **Reception teacher (Sunflowers class): Nansy Fraser**
Email address: nansy.fraser@stnicholasprimaryschool.org.uk

- **Deputy Headteacher: Mrs Sarah Dorling**
Email address: sarah.dorling@stnicholasprimaryschool.org.uk

- **SENCO (Special Educational Needs Coordinator): Mrs Jen La Vertue**
Email address: senco.2352@stnicholasprimaryschool.org.uk

- **Headteacher: Mrs Julie Holland**
Email address: headteacher@stnicholasprimaryschool.org.uk