



Welcome to Early Years at Ludworth Primary School

Welcome!

The Early Years is a very important time for your child and we are very proud of our Early Years setting at Ludworth Primary School.

It is our aim to provide the best possible education for your child.

Starting school is a major stepping stone in any child's life and it is our intention to make the transition as smooth as possible.

The aim of this brochure is to tell you something about the Early Years unit at Ludworth Primary School, who we are, and what our aims are.

Headteacher – Mrs Crosby

Early Years Teacher & Reception Key Person – Miss Rowbotham

Early Years Teaching Assistant & Nursery Key Person – Mrs Hume

Within our Early Years unit we offer 2 Year Old Provision, Nursery provision and Reception class.

School timings

Early Years Session Times are as follows –

2 Year Old 'Play & Learn': 12.30 – 3.30pm

AM Nursery: 8.45 a.m. – 11.45am

PM Nursery: 12.30 p.m.-3.30 p.m

Full day Nursery provision: 8.45am - 3.15pm

Reception: 8.45 a.m. – 3.15pm

The Early Years gate will be opened for Nursery at 8.45am and at 8.55am for Reception.

If you need to collect your child earlier than times stated above for a valid reason, please speak to a member of staff or contact the school office.

We wish all parents to understand that lateness affects your children's education and disrupts that of the other children in class. We expect all children to be in school for the beginning of their session . If your child is



going to be late, please bring him / her into school as soon as possible via the main entrance. A reason for lateness will be recorded by school office staff.



2 Year Olds 'Play & Learn' Provision

We offer places to eligible children in the term after their second birthday to join our 2 Year Old's provision – 'Play & Learn'. The children in our Two Year Old Nursery play and explore within their own room and the areas have been very carefully designed and adapted to meet the developmental needs of our youngest children.

Our 'Play and Learn' room follows the Early Years Foundation Stage Curriculum, focussing on the development of the Prime areas of learning. These are:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development.

Early Years staff plan learning activities that reflect the development stage and interests of the children. There are many opportunities for the sensory and messy play that is vital at this stage of development, and opportunities for children to explore the natural world and our outdoor environment.



Nursery Sessions:

Children start their Nursery provision the term after their 3rd birthday. A morning or afternoon session is offered in our Nursery and we aim to offer sessions based upon the age and cohort of the child, however there is flexibility around this to suit the needs of families and parents. We offer your child a variety of play experiences in the Early Years Unit to encourage learning and support their development. There are seven areas of learning within the Early Years Framework and this is what we use to plan activities and experiences across Nursery & Reception.

These are as follows -

- Personal, Social and Emotional Development
- Physical Development
- Communication and Language
- Literacy
- Mathematics
- Understanding the World
- Expressive arts and design

Please collect your child from the Early Years gate. Children will be handed over individually to a parent or carer at the end of a session.

Reception

Children starting in Reception will continue their learning journey and follow the same principles and curriculum as what has been offered in Nursery, using the Early Years Statutory Framework. Children will access learning through play and will have the opportunity to learn as they follow their own interests during their play. Whilst in Reception, children will also be expected to take part in more of the teacher led activities, and this might require them to work independently, in pairs or in a group, following a set of instructions to complete a task.

Reception children will learn about letters and sounds and this is the year when children begin to develop skills to equip them for reading and writing. We do this using a structured daily phonics programme, following the 'SfA Phonics'.

It is very important that parents and carers support children's learning at home and complete phonics or reading tasks with children when



they are brought home. Your cooperation and help with this is extremely valuable!

If you ever have any questions about how to support your child's learning and development at home please do not hesitate to come and speak to a member of the Early Years staff team.

We provide a wide range of opportunities for learning both inside and outside the classroom and feel strongly that this has a huge impact on your child's progress and development. All children in Reception and in Nursery play and learn in a shared outdoor area. We access our outdoor area every day as a key part of our learning, unless the weather is too extreme.

All children will be offered a wide range of different activities during their time in Early Years. Children are encouraged to choose their own activities from a wide range of resources and become involved in play that they enjoy and find interesting. Early Years staff will support the children in their learning as they play alongside them as well as during structured focus activities. We ensure there is a balance of adult led and child-initiated tasks each day to suit the needs and developmental stage of the children.





Starting in Early Years

Our primary aim is to create an effective transition from home to school.

Parents/Carers and child are invited for visits to familiarise them with the relevant staff and the learning environment before they officially start in our Early Years unit. During these visits the staff will introduce themselves to the children and gently guide the children through the areas and routines in the Foundation Stage. Your presence will reassure your child and will give you the opportunity to become involved in their play and to also meet the staff. This is also a key time to discuss any specific needs that your child may have and we will ask you to complete a 'Starting Early Years' booklet which will outline key information about your child.

We aim to create a friendly, safe and secure environment and a friendly relationship between home and school so that we may work together for the good of the children.

You know your child best and can tell us most about them. Parents and carers will often be invited into school for 'Stay and Play' sessions where you are able to play and work alongside your child and speak to staff about what has been happening in school. We will sometimes be able to tailor activities in school to what most interests and excites your children, and hope you can contribute to letting us know what most interests your child.

Through all that we do, we encourage exploration, experimentation and discovery. We aim to provide a rich and stimulating environment so that each child may develop as an individual and also as part of a group. Whilst your child is in the Early Years, all staff will contribute to tracking progress and building up a picture of your child's learning journey and the progress that they are making. You can ask about your child's progress at any time, or if there is anything that concerns you. We are never too busy to talk to you about your child.



Key Person

The role of a key person is an important one. It is an approach which is set out in Early Years guidelines. It involves the key person responding sensitively to children's feelings and behaviours and meeting emotional needs by giving reassurance, such as when they are new to a setting or class. This supports the child's emotional well-being. The key person supports physical needs too, helping with issues like toileting, eating and dressing. That person is a familiar figure who is accessible and available as a point of contact for parents, and one who builds relationships with the child and parents or carers.

Nursery Key Person is Mrs Hume. Reception Key Person is Miss Rowbotham

Snack Time:

Every child is offered a piece of fruit at snack time and a drink of milk. Fresh drinking water is available to children at all times.

Snack time is an important time for children. It is a wonderful social experience and encourages children to develop an understanding of the benefits of a healthy diet. Children have unlimited access to drinking water throughout the day which they access themselves. We will provide each child with their own named cup or water bottle for Reception children. Parents do not need to provide a drinks bottle.



Star of the Week

We award 'Star of the Week' to one deserving young person each week in our early Years class. This will be because of something they have done throughout the week that has impressed one of the Early Years team. When your child is chosen to be "Star of the Week" it is a wonderful achievement and you should be extremely proud! They will be given the opportunity to take home our 'Everywhere Bear' and to look after it for the weekend, as well as complete a diary entry and share some special moments that might have been enjoyed with Everywhere Bear!

Collecting children:

Please inform staff if anyone other than the usual person is collecting your child. If it is a "last minute" arrangement, do try to telephone. This is important; otherwise we may be unable to allow the child to leave before clarifying this arrangement.

Please note: Anyone bringing to or collecting a child from Foundation Stage Unit must be over 16 years of age. If you are held up and unable to collect your child at the usual time, please try to telephone so that we can reassure your child you are on your way.

Clothing

School uniform is optional for 2 Year Old and Nursery provision and should be ordered via the website. Please see Mrs Noble in the office for further information. School uniform is statutory for Reception pupils.

Please put names on all items of clothing, coats and wellies. We encourage children to be independent and look after their own items and place them onto their own peg, however things do often get muddled up! It is much easier to solve the problem of muddled clothing when all items are clearly labelled.

All children should have a **spare set of clothing in school** as accidents often happen and we do not have enough spare clothing in school to continually provide it ourselves.

All Reception children will be provided with a school PE kit which will be kept in school and washed in school. Parents will need to provide a pair of trainers or gym shoes.



Nursery children may become involved in some PE activities or simple movement games, although do not generally need a PE kit for these activities.

As we try to encourage the children to be independent, which is an essential part of their personal and social development, it is better to dress them in easy to manage clothes. This could include trousers and skirts with elasticated waistbands, shoes with velcro fastening, and polo t-shirts rather than buttoned shirts. This will allow children to be independent if they need to go to the toilet or if they want to get changed into wellies and wet weather clothing before going outdoors. Being able to show independence with dressing is a key part of the Early Years curriculum, and any help they can get with easy fastenings is always a bonus.

Jewellery

Jewellery IS NOT ALLOWED in any part of the school, again because of the possibility of accidents or loss but also because of the risk of injury to the children. A watch or pair of stud ear rings are permitted.

Illness

Children suffering from sickness or diarrhoea should be well for **48 hours** before returning to school. This helps to prevent the illness from spreading to others.

Please ensure mobile phone numbers are updated regularly with the school office so that we are able to contact you if your child becomes ill at nursery or school.

Medication

Generally, only medicines prescribed by a doctor can be administered by staff in school. We will ask you to complete a form prior to the medication being given by one of our trained First Aiders.

If your child has a specific medical need this should be discussed during your transition visit.

Toileting

We would expect children starting Nursery at 3 years of age to be fully toilet trained, and we strongly recommend that parents speak to Nursery staff or the health visitor if you feel you may need some support with this before your child starts attending Nursery full time.



If children are not toilet trained please discuss this with your child's teacher or Key Person and you will be given an Intimate Care plan to agree and sign. We ask that parents provide nappies and wipes for their own child.

Children attending our 2 Year Olds provision will be supported with their toileting and personal hygiene in line with the expectations of their child development. Staff will always speak to parents on a 1:1 basis to ensure all individual needs are met and stages of development are fully supported.

Absences

If your child is going to be away from school for any reason (dentist/doctor's appointment etc) please let us know in advance. In the case of illness, you should aim to ring school as early as possible.

Achievement

We keep individual records of achievement to ensure that the curriculum is closely matched to the children's needs. All staff will work with children and observe their learning to understand how progress is being made.

As an Early Years department we will -

- Update assessment documents to track progression and development.
- Hold parents' evenings in the Autumn and Spring term where we share your child's progress with you, and invite you to comment on what may be interesting/exciting for your child.
- Send a written report home in the Summer term detailing your child's achievements in relation to the early learning goals.
- The term before a child leaves our 2 Year Old setting to move into the Nursery room, they will receive a progress check and this will be shared with parents and a health visitor where possible.
- Hold 'Stay and Play' sessions where parents and carers are welcome to attend and play alongside their children. This also offers the opportunity to come into the Early Years setting, look at children's achievements on display and speak to staff.
- Always operate an open-door policy. We are happy to discuss any issues you have as they arise. Please just arrange a convenient time with the teacher.



Home School Links - Stay and Play Sessions

Throughout the year we will invite you into the class environment for short sessions to give you an insight into what takes place in our Early Years classroom. You will have the opportunity to observe a key group session then play with your child in the classroom. These are our "Stay and Play" sessions. We find that these events are very well attended and give you the opportunity to further develop relationships with your own child and talk to other parents about children's learning.

You will also receive regular updates through **ClassDojo**, our school communication and sharing platform. These updates provide an insight into the exciting learning experiences taking place in Nursery and Reception and give families a wonderful opportunity to talk with their child about their day. By sharing photographs, activities and key moments from school, ClassDojo helps create meaningful conversations at home and strengthens the partnership between school and family in supporting your child's learning and development.

What will my child be learning?

We have a statutory obligation to follow the Early Years Foundation Stage (EYFS) Framework as our Curriculum in the Early Years.

The four guiding principles behind the EYFS curriculum are –

- every child is a **unique child**, who is constantly learning and can be resilient, capable, confident and self-assured
- children learn to be strong and independent through **positive relationships**
- children learn and develop well in **enabling environments**, in which their experiences respond to their individual needs. There needs to be a strong partnership between home and school to enable this to happen
- **children develop and learn in different ways** and at different rates.

The framework covers the education and care of all children in early years provision, including children with special educational needs and disabilities.

Our Early Years Unit is a carefully planned and well-resourced environment which caters for the various needs of young children and encourages independence. We are very lucky to have a large indoor space with a number of rooms which allows us to meet a range of needs and stages of development.



Children follow the curriculum laid down for **The Early Years Foundation Stage** and will be taught and given experiences in seven areas of learning.

Prime Areas -

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

Specific Areas -

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Staff will support children in the four specific areas, through which the three prime areas are strengthened and applied. The Prime Areas have been included in the revised EYFS curriculum as being the areas of learning **most essential** for children's readiness for future learning and development.

Another very useful and informative document which will help you find out more about your child's development within the Early Years Foundation Stage:

What to Expect in the Early Years Foundation Stage: A Guide for Parents <https://foundationyears.org.uk/files/2021/09/What-to-expect-in-the-EYFS-complete-FINAL-16.09-compressed.pdf>

Other Useful web-sites for information and support about child development Birth to 5 Matters:

<https://birthto5matters.org.uk/information-for-parents/>

BBC: Tiny Happy People: <https://www.bbc.co.uk/tiny-happy-people>

My First Five Years: <https://www.mffy.com/>

Foundation Years: <https://foundationyears.org.uk/2019/09/resources-for-parents/>



**WE LOOK FORWARD TO WELCOMING YOU AND YOUR CHILD TO OUR
EARLY YEARS SETTING**

