

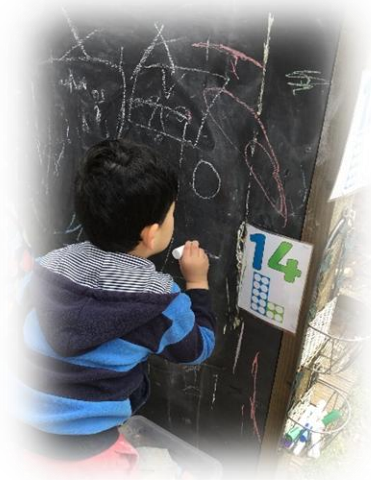


Park Lane Primary & Nursery
School

Expect



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Best

Welcome

Dear Parent/Carers

On behalf of all the staff and Governors we would like to welcome you and your child to Park Lane Nursery School.

We provide a creative and structured curriculum, in a caring, supportive environment in which your child can flourish.

We hope that you and your child will have a happy and exciting time with us as they continue their journey through a lifetime of learning.

We look forward to getting to know you and sharing your child's learning experiences during their time with us.

Together we can achieve the very best for your child.

Yours sincerely



Rob. Utten

Our Nursery Aims

- To ensure that all our children feel safe, included and valued
- To provide a warm, stimulating and caring environment where children have the opportunity to grow and learn
- To ensure that any children with additional needs are identified and receive appropriate support
- To plan and deliver a wide range of first-hand experiences and activities which ensure that all areas of the Early Years Curriculum are covered
- To make careful observations and assessments of your child's progress
- To encourage your child to become self-motivated, independent learners
- To establish positive relationships with parents, keeping them well informed about the curriculum and involving them in their child's education and progress
- To enable children to make an effective transition from home to Nursery then from Nursery to Reception



Meet the Team



Mrs Liz Hughes
Nursery manager based in Ducks Class

Ducks class



Mrs Sam Fitzjohn
Nursery Nurse

Owls class



Mrs Stacey Scarff
Nursery Nurse



Mrs Daisy Fitzdudley



Transition to Nursery

To make transition as smooth as possible, we are offering:

- An opportunity to come and visit our Nursery by appointment
- The completion of a Nursery admission form prior to starting Nursery
- The completion of an “All About Me” booklet prior to starting Nursery

SETTLING IN

Starting Nursery is a very important step in your child’s life. It may be the first time you have left them for any length of time and you are probably concerned about how well they will settle. We try to make the move from home to Nursery as smooth and trouble free as possible for both you and your child.

Children start Nursery in small groups to make sure that every child settles as well as possible.

This could mean that your child may not start during the very first week of term so please be patient and understand that we have your child’s best interests at heart.

KEY PERSON

When your child first starts Nursery, they are given a key person who will help them to settle and remain with them throughout your child's time with us. They will continue to help your child benefit from the nursery's activities.

If you are finding this separation time difficult, please contact the Nursery staff. We have lots of experience in helping both children and parents through what can be quite an upsetting time.

From July 2016, Park Lane Primary & Nursery School became a member of Aspire Learning Trust with New Road Primary and Sir Harry Smith Community College.



Nursery Day

The Nursery is open five days a week, term time only. We have two Nursery classes that are able to offer 52 places in total both morning and afternoon.

Our Nursery consists of a Nursery manager and three Nursery Nurses

Nursery sessions:

Ducks and Owls: 8.30 am – 11.30 am **and** 12.30 pm-3.30 pm

Lunch Club

(Please note if you chose not to use funding for the lunch hour, the hourly rate charge is £6.04)

11.30 am - 12.30 pm

If you are booking lunch club you will need to bring a packed lunch or you may choose a hot school meal at the additional cost of £2.40 per day

Please see additional information within your pack regarding payment.

Please see website for menu choices

Due to limited places, please pre-book the lunch hour a term in advance.

Maintained School / Nursery School Classes, children whose parents qualify for income based benefit for FSM, are only eligible for free school meals if the setting offer hot meals at lunchtime, and if the child is attending and being taught before and after the lunch break.

Talk to the setting if the offer is available and apply online if you feel you do qualify.

Free school meals and pupil premium www.cambridgeshire.gov.uk/freeschoolmeals

If your child is upset as you leave the Nursery we will contact you to let you know when they are settled and are playing. For this reason, it is very important that we always have your up-to-date contact telephone numbers. Please inform the school office of any changes to these numbers ASAP.

Snack

All children are offered free milk and fruit daily. Water is also available. During the Nursery session we have a rolling snack programme where your child sits with their friends and independently chooses their own choice of drink (milk or their water bottle) and help themselves to a piece of fruit. We have found the benefit of this snack system helps the children to socialise, promotes healthy eating and encourages the children's independence skills.

Please do not send in any other snacks. However, we do encourage each child to bring a named water bottle to Nursery so that they have access to a drink throughout their session.

Please also note we are a nut free school.

If your child has any food or drink allergies please make sure we are aware and special diets will be catered for.



The Early Years Foundation Stage

Our Nursery Children follow 'The Early Years Foundation Stage Curriculum'. There are 7 areas of learning which are as follows:

Communication and Language	<ul style="list-style-type: none">- Listening, Attention and Understanding- Speaking
Personal, Social, Emotional Development	<ul style="list-style-type: none">- Self Regulation- Managing Self- Building Relationships
Physical Development	<ul style="list-style-type: none">- Gross Motor Skills- Fine Motor Skills
Literacy	<ul style="list-style-type: none">- Comprehension- Word Reading- Writing
Mathematics	<ul style="list-style-type: none">- Number- Numerical Patterns
Understanding the World	<ul style="list-style-type: none">- Past and Present- People, Culture and Communities- The Natural World
Expressive Art and Design	<ul style="list-style-type: none">- Creating with Materials- Being Imaginative and Expressive

Throughout the year children's progress is observed and recorded in their Learning Journal. At present we use an online app 'Seesaw.' Observations are made in the form of staff observations, photographs, video, things children have made or drawn and we encourage parents to add observations from home. We are continually assessing your child by observing, reviewing and planning to meet their individual needs.

Throughout the year we have a very exciting calendar of events. Children are actively encouraged to follow their own interests and we take their learning forward by talking to your child and enhancing the resources that are continually available to them. A play based/hands on approach ensures our children are motivated to learn and gain the skills they need to access all areas of the curriculum. We promote outdoor learning and have a fantastic Nursery garden that lends itself to children enjoying being outside and learning through play.

Literacy – What is taught and how can you support?

Phonics: Our teaching has a strong phonics base and children take part in weekly phonics sessions. Children begin by learning environmental sounds, instrumental sounds, body percussion, rhythm and rhyme, alliteration, voice sound and oral segmenting and blending. Children will then begin to learn Set 1 sounds, following the schools 'Read, Write, Inc' approach to associate a picture with a particular sound. The skills of oral blending and blending sounds are introduced as the children are ready. For example, c-a-t = cat

Reading: We work hard to instil a love of reading therefore we share stories and texts throughout the day. Children will have opportunities to enjoy and share a range of books and develop their 'love' of reading.

Writing: Children will be involved in a range of activities to develop fine motor skills and hand and eye co-ordination to support the early stages of the writing process. Opportunities for emergent writing, which is the first stage of writing, will be on offer in the learning environment. This will then progress onto children understanding there are different purposes for writing and encourage them to start off on the writing journey.

You can support your child by reading stories to them, encouraging your child to join in and talk about books, singing songs and nursery rhymes with them and asking them questions about their learning. We also love to make up our own stories using a variety of available props.



Maths – What is taught and how can you support?

Children in Nursery will learn about numbers, shapes and measure. They will be encouraged to find out about numbers in many different ways. Children are encouraged to find numbers in the inside and outside environment and learn how to accurately count sets of objects.

Children will be encouraged to use everyday language to talk about size, weight, capacity, position, distance, time & money. Through practical activities they will be able to recognise, create and describe patterns and use mathematical language to describe 2D shapes. They will talk daily about the day and the date and the changing weather and seasons.

You can help by talking about the shapes in the environment, comparing things which are heavy and light or long and short, pointing out numbers at home and in the environment, singing counting songs and rhymes and counting anything and everything - socks, cars, shopping!



Reporting to Parents

In Spring term there is a 1:1 parents evening where you will have the opportunity to meet with your child's key person.

At the end of the summer term, you will receive a written report which show the levels your child has achieved. It will also give you details about their learning behaviour and their next targets.

Parents are always welcomed and encouraged to speak to their child's key person to discuss their child's progress and any other matters. Please speak to the nursery staff to arrange a suitable time.

Extra Support

Sometimes we find that children's learning progresses at a slower rate than we would expect. To help the children catch up, all Nursery staff are involved in small group activities which provide extra support for individuals or a groups of children.

If you ever have any concerns about your child's learning, hearing, speech or mobility please do speak to us and we will do all we can to help. Miss Tansley is our SENDCo and can support and suggest how we can best help.



How can you help us?

SUITABLE CLOTHING

Comfortable and practical clothing is advisable for example, trousers with elasticated waists and tops with sleeves that roll up easily and make it easier for children to become independent.

Our children spend a lot of time climbing, riding bikes and running around so please send your child in trainers with Velcro fastenings – no laces please.

During the winter months we ask that the children have a pair of wellingtons kept at Nursery ready for exploring the woods and playing out in the mud and rain. A sunhat in the summer is also essential.

It is also a good idea to provide your child with a spare change of clothes in case of accidents. These should be in a named bag.

PLEASE.. PLEASE.. PLEASE..... make sure all clothes, coats, shoes and hats are clearly named.

This avoids confusion or children going home with the wrong piece of clothing.

COLLECTING YOUR CHILD

If the person who normally collects your child from Nursery is unable to do so, please telephone the School/Nursery and tell us the name of the person who will be collecting them. We will ask for a password to be given.



Pastoral Care

We are responsible for the care, welfare and safety of all the children in our school. There is a Child Protection Policy in place within the school and you are welcome to read it at any time. Through our curriculum we teach children about possible dangers by helping them to recognise and deal with unwelcome behaviour in others.





If you have a concern about your own or another child you can:

- talk to any member of the Nursery Team
- talk to Mrs Brudenell (Designated Lead for Child Protection)
- talk to Miss Smith (Inclusion TA and Designated Person)
- talk to Mrs Bains (Deputy Headteacher and CP)
- talk to Mr Litten (Executive Headteacher and CP)
- talk to Miss Tansley (SENDCo)
- talk to Mrs Porter (Safeguarding Governor)

Illness and Absence

The health and safety of your child is of utmost importance and we make every effort to maintain a safe, clean and healthy environment for the children.

You can help us by being aware of the following:

-  If your child has an upset tummy, keep them at home for 48 hours after the symptoms of diarrhoea and sickness have disappeared
-  Please let a member of staff know if your child has a case of head lice or thread worms. This will be treated confidentially but a note will be sent to all parents asking them to check and treat their own child. Your child can return to Nursery once they have been treated.
-  For all other illnesses including chicken pox, measles, impetigo, ring worm, or any other childhood illness that can spread easily, please keep your child at home until either a course of treatment has finished, or the child is no longer infectious. For chicken pox, children may return to Nursery once all the scabs have crusted over and are dry. The office staff can give you further details.
-  Should your child require antibiotics to be given **four times a day**, they can be administered at Nursery once the appropriate form is completed from the school office.

Useful Information

Contact details

Parents are welcome to contact Mrs Hughes either via email or telephone. It is easier to do this at the end of the Nursery session

Mrs Liz Hughes (Nursery Teacher) – lhughes@parklaneprimary.com



Term Dates:

Autumn Term 2026
Tuesday 1st September 2026 – Training Day
Wednesday 2nd September 2026 – Training Day
Thursday 3rd September 2026– Start of Term
Friday 23rd October 2026 – End of term
HALF TERM – Monday 26th October – Friday 30th October 2026
Friday 18th December 2026 – End of Term
Spring Term 2027
Monday 4th January 2027 – Start of term
Friday 12th February 2027- End of Term
HALF TERM – Monday 15th February – Friday 19th February 2027
Thursday 25th March 2027 – End of Term
Summer Term 2027
Monday 12th April 2027 – Start of term
Monday 3rd May 2027 – May Day – school closed
HALF TERM – Monday 31st May – Friday 4th June 2027
Friday 16th July 2027– End of term
Monday 19th July 2027 – Training Day
Tuesday 20th July 2027 – Training Day
Wednesday 21st July 2027 – Training Day

More up to date information can be found on the school website: www.parklaneprimary.com

All Nursery events will be publicised on the school website or through information sent home.

We hope that you and your child will enjoy your time with us here at Park Lane. We appreciate the trust you are showing by placing your child in our care. Together we will provide the best education we can unlock your child's potential. For more information regarding the Early Years Policy please see the school website.