



Eling Infant School  
And Nursery



# Nursery Handbook



Eling Infant School

# A warm welcome to Eling Infant School

We would like to extend a huge welcome to you and your children, and thank you for choosing Eling Infant School Nursery for your child. I am confident that you have made a great choice.

We are immensely proud of the work we do every day for our community and our families. We are blessed with an amazing team of skilled staff and fantastic children, who are a treat to spend every day with.

We are able to provide an exciting and engaging curriculum that inspires children's learning and fosters their interests. Children at Eling want to do well and are proud of their achievements. As a school we value and celebrate the traits of kindness, resilience, good relationships and tolerance. These values will help children to be successful in future life.

We are so pleased to have you and your child as part of our Eling School community.

Trina Sillence, Headteacher



## And to our Nursery Class

We truly understand the importance of choosing the right childcare and education for your tiny humans. At Eling we strive to provide a safe and secure, home from home environment.

Our Nursery team are extremely experienced in Early years and work together to create a safe and stimulating place to learn, make friends and have fun. Through carefully planned activities both inside and out, as well as a differing range of free choice toys and equipment, our children make excellent progress and become confident, independent learners who are more than ready for the move to 'big school'.

Claire Giori, Nursery Teacher



# 'Towards our very best together'

At Eling our children build positive relationships based on respect and understanding .

They are resilient in their learning and see the importance of making mistakes and being challenged.

We have children that are reflective in their practice taking ownership of their learning and wanting to be the best they can be. They are resourceful when faced with a challenge, thinking of creative solutions for the best outcome.

All of this is possible because of an environment where children are valued, cared for and loved.



*"Eling Infant School and Nursery is a happy place to learn, where relationships are based on mutual respect and understanding. "*  
**OFSTED**



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# Our setting

We provide imaginative, play based learning through the Early Years Foundation Stage curriculum. We plan curriculum based activities around our bi weekly story based themes. We have daily singing and phonics sessions and regular opportunities to promote speaking and listening. We always have a wide range of mark making and fine motor activities available as well as a readily available maths area for the children to explore. We read, sing, dance and use our imaginations everyday and most importantly we have lots and lots of fun!

We are a 30 space per session, school based, nursery class run by a fully qualified Early Years teacher and a team of level 3 qualified teaching assistants.

All the Nursery staff are passionate about working with young children and love helping them develop and grow.

# What we learn

Our themes and planned activities throughout the day support our children to develop the knowledge, skills and understanding they need for the seven areas of learning and development within the Early Years Foundation Stage. The Nursery Curriculum for each term is uploaded to the website on the curriculum page.

All our activities are play based and child centred. Our children are encouraged to self-select their own activities, as well as take part in some small group and whole class adult led activities. We believe that this will help them to develop the skills they need to become active learners. We know that communication is the key to successful learning and positively encourage all our children to become confident communicators.

We actively teach all our children the skills that are required to communicate their needs, thoughts, feelings and ideas.



# Messy Play

There is a lot of research to show the importance of messy and sensory play for children's development. As adults we sometimes find it harder to accept things getting messy! At Eling Nursery we positively love making mess and all of the benefits that it brings to children's learning. Messy play focuses on children exploring and experimenting. It often has no end goal, but allows children to use all of their senses and go wherever their imagination or creativity will take them.

Playing in a mud kitchen or painting with friends can be very sociable activities, even without the use of language. By engaging in messy or sensory play, children can experience new textures or sensations, explore the use of different tools, take risks, learn new words to describe their play or even build their confidence to try new things.

There are a whole host of reasons for us to embrace messy and sensory play in the Nursery. The children will get dirty and will come home with paint, mud and various other stains on their clothes! We always use washable paints, pens and glue, so hopefully everything will easily clean.

*“Children in the early years are keen to learn from a wide range of interesting activities.”*

**OFSTED**



# Playing and Learning Outdoors

We have our own covered outside area which is accessible on a free flow basis throughout the day. The children can enjoy mixing and baking all kind of delicious muddy treats in the mud kitchen, explore tipping and pouring in the water tray and make sandcastles galore in the sand tray. We always have some kind of painting and drawing outside as well as lots of opportunities for small world play. We also use the larger school playgrounds and have daily opportunities for the children to use the bikes, trikes and adventure playground.

## Individual Needs and Equal Opportunities

At Eling Infant School and Nursery we understand that all children are individuals and we try our best to be led by their interests and abilities. We work closely with our Year R team and outside professionals including speech, occupational and physiotherapists. This helps to ensure that all children have a smooth transition into school and support is consistent throughout both settings.

The school recognises its duty under the Equality Act and is fully committed to providing equal access to all children to the Early Years Foundation Stage and to all the schools resources and activities. We welcome all children.



# Admission

We take children from 2 years old until they start school. The Nursery Teacher will be able to tell you which sessions are available.

# Sessions

The Nursery is open Monday to Friday during term time. Term time dates are on the Hampshire County Council Education and school websites.

We aim to be as flexible as we can , so we have multiple pick up and drop off times as shown below. If your child is aged 3 years and over, they are able to attend our wrap around care, which we call Penguins.

Penguins drop off	Main session drop off	Lunchtime pick up / drop off	Main session pick up	Penguins pick up
7.30am	8.30am	12 noon	3pm	4pm
7.45am		12.30pm	3.30pm	5pm
8.20am				6pm

If your child will be with us between 12:00–12:30 they will need a packed lunch or you can order them a hot school meal. Please see 'frequently asked questions' for details.

# Funding and Payment

Currently all children who are 3 years old are entitled to 15 hours a week fully funded. This funding starts from the term after their 3<sup>rd</sup> birthday. Some 2 year olds may also be eligible for 15 hours funding and some children may be entitled to 30 hours fully funded. Have a look on the best start in life website ([www.beststartinlife.gov.uk](http://www.beststartinlife.gov.uk)) to find out if you are eligible.

Any hours over the funding are charged at the rate on the school website. You will be billed for this half termly in advance and payment is through our online ARBOR system, by tax free childcare savings account or childcare vouchers.

# Keeping Children Safe

Safeguarding remains the Nursery's main priority. We follow the school procedures about keeping children safe from harm (see webpage, under information for Safeguarding information and policies). If someone different is collecting your child it is vital that you let the Nursery Staff or Office know. If it is someone that is not listed on your registration form please ensure they have your password as this will be asked on collection. No child will be allowed to leave the premises without this information.



## Sharing information between Home and Nursery



You can speak to anyone in the Nursery team during drop off and pick up and they will be happy to help. Alternatively you can ring and speak to the nursery teacher or send an email or message via Tapestry.

We use an online learning journal called Tapestry to record observations of your child's learning and achievements. You can access this from your mobile device, tablet or computer and we encourage parents and carers to add their own observations of their child's learning at home. We also use Tapestry to send memos and weekly learning home so you can talk to your child about what they have been doing in nursery and even try some of the activities.



# Transition from Nursery to School

One of our key aims within the Nursery is to ensure all our children become 'school ready' before moving up to Year R. The staff all work hard to promote and develop school readiness.



We help our children become aware of their own feelings and learn how to express themselves, we work on name recognition and most importantly work on developing self-help skills. In the term before starting school we offer the children plenty of opportunities to spend time in the Year R classroom and see what it is all about. We work closely with the Year R team and with parents to ensure that all the children are confident and excited about the move up to 'big school', whether they continue their education at Eling, or elsewhere.

Out of catchment children attending Eling Nursery have priority over other out of catchment children in the allocation of school places.



## Uniform

Your child can wear a Nursery jumper and polo shirt if you wish. These can be purchased from Skoolkit, Commercial Road, Totton. If they wear their own clothes please don't send them in special clothes—they will get messy! All clothing needs to be clearly named.

For safety reasons children should not wear jewellery at Nursery.

# Frequently Asked Questions

## What should my child bring to Nursery?

Your child will need a bag with a change of clothes inside, in case of any toileting accidents or if they get too wet and muddy. They will need nappies and wipes if applicable. They will also need appropriate outdoor clothing for the season, including a hat and sun cream in the summer.

**Please make sure all clothing, shoes, coats and hats are clearly named.**

## What happens at lunch time?

If your child is with us between 12 and 12.30 they will need a healthy packed lunch or they can have a hot school lunch.

School lunches are ordered in Nursery each day, and paid for using the online Arbor system, by Sunday for the following week.

Balanced menus are prepared in our school kitchen onsite. Menus are available from the school website 'school lunches' page or office. Medically confirmed special diets can be catered for, please speak to the school office. We are a nut free school.

## Do you provide snacks?

Children are provided with milk or water and a piece of fruit or vegetable along with a breadstick, cracker or rice cake every day as part of the Government's Fruit and Veg and Milk Schemes.



## My child is not toilet trained, can they still come to Nursery?

Yes, we can work with you to train your child when the time is right, and ensure that everyone follows the same toilet training plan.

## What do I do if my child is unwell or needs to attend a medical appointment?

If your child is unable to attend Nursery due to illness or a medical appointment please phone the school office by 9am to let us know. If your child is unwell at Nursery, we will make contact using the details you have provided. More information can be found at <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school>

## Can my child attend nursery if they are taking medication?

If your child takes regular medication, or has been unwell and is taking prescribed medication then this can be administered by us. You will just need to complete a simple form.

## Can I go on holiday during term time?

We strongly recommend a consistent routine for children in the Nursery and that means attending regularly. Not only does this help the children to learn, but it also helps them (and yourselves) get into a good pattern for when they start school.

## How can I find out more information?

More information, including term times and other key dates, more detailed information on policies, and up to date curriculum information is available on our website.



We would be pleased to answer any further questions you have using the contact details on the back cover.



## Please contact us



02380 862 267



[www.elinginfant.co.uk](http://www.elinginfant.co.uk)



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