



# Welcome to Nursery

## 2024 - 2025



*Corbridge Church of England First School is a small school with a big heart and a passion for its community. We all pride ourselves on acting with dignity and integrity. We speak the truth kindly and this makes us strong. We know every child personally and value them as individuals. We believe that every child is capable of great success and work hard with them every day to achieve their personal best. We empower them to be whatever they want to be and give them the self-confidence to know that they can achieve this. We are blessed with a team of dedicated staff who are committed to providing the very best for our children.*

*With God's guidance we all strive every day to be*

*"the best we can be"*

*We hope that both you and your child will enjoy being a special part of the Corbridge First School family as we embark on their exciting Nursery year.*

Mrs. Suzanne Hart  
Executive Head Teacher

|  |
|--|
| <p>All staff are always happy to help and if you have any worries, problems or even good news for us... please get in touch.</p> |
|--|

## School Contact Details

**Address:** Corbridge Church of England First School  
St Helen's Lane  
Corbridge  
Northumberland  
NE45 5JQ

**Telephone:** 01434 632534

**Email:** [admin@corbridgefirst.northumberland.sch.uk](mailto:admin@corbridgefirst.northumberland.sch.uk)

**Website:** [www.corbridgefirst.northumberland.sch.uk](http://www.corbridgefirst.northumberland.sch.uk)

**Office:** Mrs. Steele or Miss. Ruddick

# Nursery Admissions Policy

Our Nursery has places for up to 26 children but if demand is higher we commit to review staffing to offer all of our families the places they need. Admission forms are available from the school office. We take registrations for nursery places from the September prior to when children are due to start. Priority will be given to those who meet the following criteria:

- Children who are in the care of the Local Authority
- Children living within the school's catchment area
- Children with older brothers and sisters who already attend  
Corbridge C of E First School
- Children who have special educational needs who have been referred by a health visitor, Social Services or other relevant professionals
- Those who request admission on other educational grounds.

This policy is open to review annually and operates at the Head Teacher's discretion.

The tie-breaker, when there are more children meeting the above criteria than there are places available, will be the date when the application was received.

Children will begin nursery in the academic year in which they are four. We offer a 30-hour provision, term time only, in order to effectively cover the seven areas of learning in the Early Years Curriculum. A minimum of 15 hours in the unit per week is necessary to secure a place but appeals will be heard and accommodated if viable for the school.

# Equal Opportunities

We are committed to ensuring equality of opportunity for all pupils, providing an environment and education which does not discriminate on any grounds, valuing each child as an individual with equal rights.



## A Day in Nursery

|  |  |
|--|--|
| <b>8:40am - 8.45am</b><br><b>Doors open</b>  | Teachers and staff are available to talk to parents. |
| If children are late and the gates are locked parents must take the children to the office to ensure they have a mark in the register. Office staff will bring the children down to the classroom. |  |



|                   |  |
|-------------------|--|
| <b>Snack Time</b> | Fruit and milk are provided for the children free of charge in Nursery and they are encouraged to take their snack when they would like it during the morning. |
| <b>11:45am</b>    | Children leaving at lunchtime will be dismissed safely to known adults. Please collect your child from the main office reception door.                         |

School Admission and Going Home Arrangement forms will be shared with parents during the welcome meeting. These will show vital information including adults who can collect the children. If there is ever a change in information or routines, we ask that you keep staff informed to avoid any confusion.

|                    |   |
|--------------------|---|
| <b>Lunch</b>       | We would really encourage children to stay for lunch. The children eat as a small group almost all taking one of the school's excellent lunches, while 1 or 2 opt for a packed lunch. Children will be supported to ensure they are confident at lunchtime as well as in the classroom environment. If your child brings a packed lunch to school, please ensure it provides them with a healthy balanced lunch. We are a <b>NUT FREE</b> zone so please support us by ensuring your child's packed lunch are 'nut free'. |
| <b>Home – time</b> | <b>Monday – Thursday</b> will finish at <b>3.15pm</b> (6.5 hours per day).<br>On <b>Friday</b> , Nursery closes at <b>12.45pm</b> (4 hours) after lunch. Please collect your child from the Nursery door where your child will be dismissed. These start and finish times equate to 30 hours.   |

|                                      |   |
|--------------------------------------|---|
| <b>Nursery learning through play</b> | Following the 8.45am and 1pm registrations, the nursery day consists of a range of group activities, one to one teaching and child-initiated learning. We have a wonderful sized indoor and outdoor provision and the children have many opportunities to flourish. |
|--------------------------------------|---|



## Nursery Curriculum

Our nursery and reception classes are part of a key stage in education known as The Early Years Foundation Stage. The progression across the phase is carefully planned by the staff to ensure the children are motivated and challenged at their own personal level. At times the children work in pure separate classes but we also take the opportunity for the staff and children to work throughout the unit, broadening experiences and building confidence with all staff.



The carefully planned broad and balanced curriculum incorporates the following areas of learning:

### The Prime Areas:

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



### The Specific Areas:

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

Within each area of learning there are a set of Early Learning Goals which the children work towards during their time in the Foundation Stage. We build up a profile of how each child is progressing towards these and use this record as a basis for planning appropriate activities to meet the needs of individuals.

When planning activities, we will also consider the ***learning characteristics*** of your child:

- playing and exploring
- active learning
- creating and thinking critically

## Links with Home

We want you to be part of the learning journey of your child and so key workers will help to develop the relationship between home and nursery. There will be plenty of opportunities for us to share information about your child during the year.

You are also welcome to arrange an appointment with a member of staff should you wish. We hold parent-teacher sessions each term where you will be able to find out about your child's progress. You will receive a written report regarding your child's progress in July.



We use an online learning journal called Tapestry to share your child's progress and invite you to make contributions. Your input is valued.

## Promoting Good Behaviour

Our nursery promotes and encourages good behaviour using praise and positive reinforcement. We are very successful at this and strive to create an atmosphere of respect where all children feel safe and secure. On occasions when a child is making bad choices repeatedly, parents/carers will be informed and we will work together to rectify the situation – through the promotion of the:

CORBRIDGE SCHOOL CODE

The Relational Approach

Be a kind **friend**

Show **respect**

Tell the **truth**

**Forgive** others

Be **thankful**

## Parental Help

One of our key priorities is always ensuring children are safe in school. If parents would like to volunteer to work regularly in school, we will ensure they are checked through the Disclosure and Barring Service (DBS).

We hold special days where you will be invited to come into nursery to work alongside your child. The parent feedback has always expressed that these events are great experiences.

If you would like to volunteer some of your time regularly we generally do not advocate parents being in the same classroom as their children. If you would like to find out more about volunteering in the school, please do not hesitate to ask.

## Educational Visits

We love to get out and about on visits to support the children's learning.

Such visits are all the more successful if parents/carers come too! We would always inform you in writing of any trips seeking your permission. A contribution towards any cost involved is normally necessary to ensure the visit can go ahead.

Occasionally we enjoy local walks in the village and may not seek extra written permission as our consent form for short local walks and visits covers this eventuality.



## Toys

Children are not encouraged to bring any toys from home. Broken or lost toys can cause heartache and the school cannot be held responsible for any damage or loss.



## Outdoor Play

We are very lucky to have a well-resourced outdoor area which the children have access to at every session.

We provide a splash suit for each child to wear in wet weather. We also access our own Forest School on site.



We ask that you leave a pair of named wellingtons at nursery as we really enjoy squelching in mud and splashing through puddles! Having wellies in school daily means we are never prevented from accessing the outdoors.

In hot weather, please don't forget to apply your child's sun cream before they come into nursery and ensure they have a named sunhat. It is also helpful if children can bring a labelled water bottle to nursery so they can access water throughout the day in their own clean bottle.

## Accidents

Minor cuts and grazes will be dealt with in the nursery and parents will be informed. An emergency contact number is ESSENTIAL. Please ensure that our records are kept up to date. In the event of an accident you will be informed immediately where possible.

## Jewellery

For health and safety reasons please do not send children to nursery wearing any jewellery.

## Sweets

Sweets are not allowed at nursery. If you would like to celebrate your child's birthday with the other children in nursery, then a birthday cake to share would make a lovely treat.

## Things you can do to help

- Someone must always be there, on time, at the end of a session to collect your child. It can be very distressing to be left after all your friends have gone home!
- Please let staff know if you have asked someone who is not listed on the going home arrangements to collect your child. Remember to tell your child too!
- Please check the box above your child's peg at the end of each session. In addition to Parentmail we use this as our postal system to pass on letters etc.
- Please make sure your child is suitably dressed wearing a school polo shirt and jumper/cardigan. The children are always so proud to put on their uniforms!
- We encourage independence so please help by ensuring the children are wearing clothes with easy buttons or fasteners.
- Please provide a spare set of clothes in a bag which can be kept on your child's peg for any emergency changes needed.



Regular contact is the key to ensuring we can support the children well. If your child has had a bad night's sleep it is good to let us know. There may be other scenarios which may affect their behaviour or emotions in school also so please always take the time to let us know. Thank you.

Mrs. Rutherford.  
EYFS Lead.