



Fellside Community Primary School

**WELCOME TO NURSERY CLASS**

Dear Parents,

Welcome to Fellside Nursery! We hope that you choose us to provide nursery education for your child. Next year promises to be an exciting one as they take their first steps towards greater independence in a nursery setting. We would be privileged to be sharing this journey with you and we look forward to being partners with you in your child's development.

We aim to provide a stimulating and supportive environment in which your child can thrive, while beginning to make sense of the world around them, develop a natural curiosity and a thirst for learning as well as taking steps towards establishing skills in early reading, writing and counting. Importantly, we also aim to provide an environment to foster the social and emotional skills your child will need to continue to develop in readiness for when they progress into their Reception Year and begin their more formal education in Year 1. Overwhelmingly, of course, we want your child to have fun and develop their sense of self and their learning through play.

This booklet seeks to give all parents the necessary information they may need about our nursery, however we urge you to contact us if anything remains unanswered for you.

We look forward to working with you and your family next year.

Caroline Green  
Lindsay Storey  
Ashleigh Hawley  
Donna Bullock

Head Teacher  
Early Years Leader  
Nursery Teacher  
Teaching Assistant

## Meet the Nursery Team



**Mrs Storey, Early Years Leader**



**Mrs Smith: Nursery Class  
Teacher**



**Miss Bullock: Nursery Teaching  
Assistant**

Fellside Community Primary School Nursery classes cater for 52 children (part-time, 26 children full-time equivalent) aged between 3 and 4 years old. They are staffed by the Nursery teacher; Mrs Smith and teaching assistant; Miss Bullock. Our patterns of provision are as follows:

- **Full time:** 30 hours – Monday to Friday 8.30am to 3.30pm (including 1 hour for lunch daily. Eligible parents only)\*
- **2.5 days:** 15 hours – Monday, Tuesday 8.30am to 3.30pm (including 1 hour for lunch on each of the full days) and Wednesday morning 8.30am to 11.30pm
- **2.5 days:** 15 hours – Wednesday afternoon 12.30pm to 3.30pm, and Thursday, Friday 8.30am to 3.30pm (including one hour for lunch on each of the full days)

\*To check your eligibility to 30 hours funded childcare for your child, visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

As a Local Authority led school, our nursery class follows the same holidays as the school and is open Monday to Friday.

Parents will be informed of school term dates each year by letter and dates are also posted on the website. This letter will also include INSET staff training days, when the nursery class and school are closed to pupils.

### **Our Aims**

We want all children to have enjoyable and satisfying experiences, as it is these early experiences that affect children’s attitudes to learning. We therefore seek to provide a caring, secure, happy and stimulating environment where your child can reach his/her full potential.

We aim to help your child to:

- feel secure and confident
- become independent
- make friends
- co-operate by taking turns and sharing
- explore and experiment
- enjoy learning through play
- think critically and creatively

These aims will be achieved through the four themes of the Early Years Foundation Stage;

<i>A unique child</i>	<i>Positive relationships</i>	<i>Enabling Environments</i>	<i>Learning and development</i>
Every child is a competent learner from birth who can be resilient, capable, confident and self-assured.	Children learn to be strong and independent from a base of loving and secure relationships.	The environment plays a key role in supporting and extending children’s development and learning.	Children develop and learn in different ways and at different rates and all areas of Learning and Development are equally important and inter-connected.

## ***The Nursery Curriculum***

Nursery and Reception classes have their own curriculum known as the Early Years Foundation Stage. This period is a distinct stage with its own Early Learning Goals. The goals cover the seven areas of young children's development and learning, and these will be introduced to your child through planned, purposeful play and a mix of adult led and child initiated activities. Further information on the EYFS curriculum can be found on the Government website: <https://www.gov.uk/early-years-foundation-stage>

Three areas are particularly important for young children's development; these are the **3 prime areas**:

### ***Communication and language***

The use of language is at the heart of young children's learning. They will have opportunities to experience a rich language environment; to develop their confidence and skills in expressing themselves (their thoughts, ideas and feelings); and to speak and listen in a range of situations.

### ***Physical development***

We provide opportunities for children to be active and interactive; to develop manipulative skills and good hand-eye co-ordination. We aim to develop children's strength and spatial awareness, and the control and co-ordination of their bodies, while learning to move and to handle equipment. We also help them to begin to understand the importance of physical activity and to make healthy choices in relation to food.

### ***Personal, social and emotional development***

Children learn best when they feel happy, secure and good about themselves. They develop independence and confidence as they play alone and in small and large groups. They develop social skills and learn how to manage their feelings by co-operating, taking turns, sharing and behaving appropriately as part of a group.

There are also **4 specific areas** of learning through which the prime areas are strengthened and applied. These are;

### ***Literacy***

Children will have opportunities to develop their knowledge of sounds, aural and visual discrimination, leading towards the linking of sounds and letters using our Little Wandle programme. They will be able to enjoy a wide range of books, poetry and songs and experiment with writing for themselves.

### ***Mathematics***

Children will have opportunities to develop and improve their skills in counting, understanding and using numbers. They will learn to describe shapes, spaces and measures with their developing mathematical language, and begin to recognise and make patterns.

### ***Understanding the world***

Children develop the crucial knowledge, skills and understanding that help them make sense of the things, places and people around them. Through first hand experiences they will observe, explore, predict, discuss similarities and differences, and talk about changes. They will be aware of and use technology for different purposes.

### ***Expressive arts and design***

Children have access to a wide range of creative materials allowing them to represent their feelings, ideas and experiences. Stories, role play, movement, music, dance and design and technology also provide opportunities for them to explore and express themselves.

### ***Nursery Routine***

Young children feel safer and more secure if there is an established routine and therefore each nursery session usually follows the same format as outlined below:

#### ***Plan, Do and Review***

This is a time when children carry out their own choice of activities supported by the nursery staff. Resources and activities are carefully structured ensuring that the children are learning through their play. The children can play both inside and outside, weather permitting.

#### ***Small Group Time***

The children are divided into smaller groups in order to carry out a focussed activity with either the nursery teacher or teaching assistant. The activities are carefully planned to meet the needs of the children and cover all areas of learning.

#### ***Snack Time***

We have a snack table in our provision which is easily accessible to the children in both the morning and afternoon. Children are encouraged to have a drink of milk or water and some fruit or other snack items such as breadsticks or crackers. Although milk, water and some fruit are provided, we do rely on donations of fruit and snack items from parents and carers and will gratefully receive these.

#### ***Circle Time***

These are sessions when the whole nursery comes together. During this time activities may include music/singing, stories and discussions. Morning and afternoon sessions both begin and end with a period of circle time.

### ***Our Nursery Environment***

Our Nursery is a vibrant and welcoming place! We offer a wide-variety of provision both indoors and outdoors to inspire and interest the minds of our youngest children.

The main Nursery space contains the following provision:

- Sand
- Water
- Interactive whiteboard/ PCs/ Ipads
- Reading Area
- Painting
- Maths
- Cut and stick
- Mark making
- Small World
- Large construction area
- Music instruments
- Role play
- Investigation

Our outdoor provision includes the following:

- Social slide
- Climbing wall



- Bikes and cars
- Mud kitchen
- Den building
- Sand pit
- Amphitheatre
- Raised beds digging area
- 'Water wall'

We also offer a soft-play area which offers a wide-range of opportunities to develop children's gross-motor control.

### **Full Days – Arrangements for Lunch**

Full day sessions for children, include lunch. The lunch hour will start at 11.30am – the end of our morning nursery session. Children who stay all day are taken by lunchtime staff to our main school hall where they will be served with a school lunch.

Following lunch, children return to the nursery classroom where there are a range of activities available.

Children will remain fully supervised during the lunch break, by qualified staff within statutory ratios. The cost for lunch and supervision over the lunch period is **£4.00 per day**. (Also see section 'Payments for Lunch'). The menu operates on a three-week cycle and we will ask you to order meals on behalf of your child in advance. Any subsequent changes to meal choice can be made via the school office. Jacket potatoes with a range of fillings are available each day as an alternative to the regular meal options.

### **Lunch Payments**

In order to assist with office administration and to reduce the amount of cash and cheques on the premises, we use an online payment system for parents called Schoolcomms.

### **Clothing**

Most nursery children wear the school uniform, although this is not compulsory. This uniform consists of the following: grey trousers, grey skirt/pinafore, royal blue sweatshirt and white polo shirt. Sweatshirts and polo shirts with the school logo are available for you to buy direct from our supplier, Tots to Teams: <https://totstoteams.com/fellside-community-primary-school>

We will encourage your child to become independent, taking off and putting on his/her own coat and shoes, and as the year progresses he/she may need to take off their own sweatshirts and cardigans. Velcro fastening shoes are much easier than laces! **Please name all items of clothing.** Every year, we acquire such a lot of uniform that cannot be returned to children in our 'lost property' box, because it is unnamed.

We ask that you provide a spare set of clothes in a named bag that your child can keep on his/her peg in the event of any accidents – this doesn't need to be uniform. (Small backpacks **only** please, as the cloakroom becomes very crowded with bags and coats). Because some children share pegs, spare clothes need to be brought and taken home each day.

We also ask that you leave a pair of named wellies at nursery. The children change into these each day to go outside to play.

### **Parent Helpers**

We occasionally invite parents into Nursery to help support sessions alongside Mrs Smith and Miss Bullock. If you would like to help occasionally (i.e. termly or half termly), there is

no need for DBS clearance. Please see a member of Nursery staff if you are interested in helping out.

### **Home/School Links**

Throughout the year, the nursery staff undertake a range of observations of the children either during play with others, with staff or as part of an adult directed activity. This helps provide evidence of the children's learning and progress throughout the year. These are collected using the e-portal '**Evidence Me**'. When your child starts nursery, you will be given details of how to download the app onto your device and you will be sent an invitation to join the system and create your own username and password. Once logged on, you can view the observations of your child and also add your own photos and videos of what your child has been up to. This could be anything from a trip to the park or the beach or making mud pies in the garden! We will make time in nursery to share these with the class.

Each child also has their own 'Learning Journey' which is their scrapbook of their time with us. It includes items such as pieces of work, copies of paintings, photos of school trips or visitors, special occasions etc.

During the second half term, we begin our library journey where children may choose books to bring home. We ask parents to share these with their children and take a little time to comment on their children's enjoyment and interest in their library record book. We will also start sending a weekly activity home in their library bag to help you continue some of the opportunities we provide in nursery.

### **Performances**

At the end of the autumn term we hold a special Early Years Nativity performance at Christmas time and a Nursery Sports Day towards the end of the summer term.

### **Trips**

We complement our Nursery curriculum with occasional visits and visitors. Prior to visits or visitors, a letter will be sent to parents stating the costs per child. Voluntary donations are welcomed.

If, however, after all donations have been received, the school cannot meet the cost of the visit or visitor, it may not be possible for it to go ahead. No child will be discriminated against if the parent is unable to contribute, however, visits and visitors provide valuable experiences for our pupils and we cannot offer them without parental support. We thank you in anticipation of this.

### **Attendance, Absence and Illness**

Parents and carers bring and collect the children from the school yard. Children are accompanied in and out of the nursery by either the class teacher, Mrs Smith, or our Teaching Assistant, Miss Bullock. However, if your child is late arriving (after 8.45am, or 12.45pm) or needs to be picked up early, or is being collected late (after 11.40am, or 3.40pm) you must use the main school entrance and report to the main office. If your child has not been collected by 11.45am or 3.45pm, we will begin to telephone the named contacts.

We understand that there may be occasions where you need to collect your child from nursery early to attend a medical appointment (or return your child to nursery following attendance at an appointment). We would be grateful if you could try to coordinate these around the 11.30am and 12.30pm pick up and drop off arrangements that we already have in place.



We appreciate parents collecting their children promptly, but also understand emergencies do happen. If you know you are going to be late, please telephone the school on **0191 4887486** to advise us.

Because our nursery children must always be brought and collected by an adult, our absence policy is slightly different from the school policy. We will not telephone you to enquire about your child's absence; we do ask that you contact the school on the first day of absence of your child, however. We would also ask that parents follow any relevant NHS guidance regarding appropriate number of days for children to be absent to avoid the spread of viruses and infections (e.g. 48 hours for sickness bugs etc.).

It would also help if you could notify us promptly if your child is admitted to hospital or is suffering from an infectious disease.

In the event of a child being ill or injured at school, trained staff will provide first-aid care for your child and seek further advice if necessary.

We ask all parents to provide us with an emergency contact number so you can be notified if your child becomes ill during the day. If, during the year, your contact details change, please remember to inform us.

### ***Electronic Communications via eSchools***

We regularly send out letters and information to parents to keep you well informed of news and events and to obtain permission for specific visits or activities. We also often need to get in touch with parents via telephone for more urgent messages.

We use eSchools to email parents copies of any letters directly – reducing the chance of missed letters. As well as increasing efficiency, this has a beneficial environmental and financial effect on reducing our use of paper. The service also includes a text messaging facility so that urgent messages can be sent direct to parents' mobile phones. The service is fully data protected and optional, but many of our parents find it extremely useful. eSchools also offers parents a downloadable APP for mobile phones. Further details on how to access this will follow in September.

### ***Fellside Primary Parent Teacher Association (PTA)***

This group is made up of volunteers (parents, grandparents and friends of the school) who are interested in supporting us. To date, the PTA have organised many events for children and parents and have also raised money for the school. The funds raised are sometimes used to subsidise trips or visitors and to provide 'extras' the children wouldn't otherwise be able to have. For example, the PTA have recently contributed to the cost of chairs for our main hall to allow us to perform more for our school community. We appreciate their continued support.

### ***Fellside Fun Club***

This is a privately operated company which is based within our school to provide before and after school care for all children aged between 3 and 11. The breakfast sessions are from 7.25am – 8.40am and the after school sessions run from 3.20pm – 5.50pm. Please refer to the details on the website or accompanying booklet; alternatively contact Rachel (club owner/manager) on 07541227842.

Several nursery children have attended the Fun Club, which runs from the school dining area and hall. Either nursery staff or Fellside Fun Club staff will bring children to or from the nursery at the end or beginning of Fun Club sessions so children are never unaccompanied.

### ***School Website and Social Media***

The school has its own website where you can access a wide range of information about our school. The site can be accessed at the following address: [www.fellsideprimary.co.uk](http://www.fellsideprimary.co.uk)

We also have a closed Facebook group. Membership is limited to our Fellside Primary School community.

We try to regularly post photographs of activities and fun days the children have been involved in. It is important that you complete the photography usage consent form, particularly if you do not want your child to appear online.

### ***Photography Usage Consent Forms and viewing DVDs***

We require your permission to use any images of your child participating in various aspects of school life. You have the right to withhold permission for any images to be used on the school website and externally by media organisations. If you have any concerns, please discuss these with Mrs Smith, Nursery Teacher, or Mrs Storey, Early Years Leader.

We occasionally show a short film or DVD in class linked to the curriculum. We will only ever show movies of U classification, but on admission we request your approval to do this.

You have the right to refuse permission if it is your preference, or contact us to change your decision at any time.

### ***Admission to Primary School***

Parents of three-year olds will be asked to complete an online preference form indicating which primary school they wish their child to attend. It is important that parents complete and return this on time (usually by mid-January).

***Parents should note that attendance at our nursery does not automatically qualify children for a place in our Reception class. Applications must be made using the preference form.***

Children in the nursery who are allocated a place at Fellside Primary School will visit the Reception classroom and meet their teachers during the summer term. Everyone works closely together to ensure a successful transition for the children.

Those children who will attend different schools are invited to attend their visiting days and Fellside staff will liaise with the Reception teachers of your child's new school and pass on relevant data and records.

### ***Complaints***

We hope to be able to resolve any concerns that parents may have. In the first instance, concerns should be made to the Nursery Teacher, and then if necessary, to the Head Teacher. In most cases we find that concerns can be dealt with successfully at this informal level.

If parents wish to make a formal complaint, however, details of the procedure are available at school (from the school office) or by downloading our complaints policy and form from the school website.

If parents are still not satisfied with the response, then complaints can also be made to Ofsted. (See [www.ofsted.gov.uk](http://www.ofsted.gov.uk) for further information).

## *Nursery Fund*

We ask for half termly voluntary contributions towards the nursery fund to pay for any foods and cooking ingredients (usually £5 a half term). This can be paid half termly, or in a lump sum. If there is any excess in the funds we may use it to subsidise visitors or trips.

## *Health and Safety*

### *Healthy Eating*

Our school has a duty to provide a health promoting environment. No sweets or juice are to be brought to the nursery.

We take part in the National Fruit Scheme. This scheme provides a free piece of fruit each day for all the nursery and Key Stage 1 children. The aim is to encourage healthy eating habits from a young age. We also ask parents to contribute fruit and items such as plain biscuits, crackers, and breadsticks each week to enable us to make a daily fruit salad and inviting snack area. The children help to prepare this, and it enables them to have a choice of fruits to eat. We occasionally try different foods related to our topics such as Chinese New Year and growing fruits and vegetables in the garden.

Following research into the benefits of readily available drinking water, children have access to a water fountain throughout the sessions.

Children can access the snack table throughout the day. There, children are offered milk or water to drink. We receive free milk as part of the Department of Health Nursery Milk Scheme.

We also celebrate each child's birthday by baking their own cake with them to share with the rest of the class.

### *Sun Safety*

Please remember children may be outside for much of the nursery session. We expect parents to apply sun protection cream before the start of each session, and provide children with a sun hat. We recommend parents use 'once a day' sun protection cream as our staff are unable to put suntan lotion directly on to a child.

### *Toileting*

We do ask that children are toilet trained as much as possible, however we do assist those who need help, in line with the school's intimate care policy. A copy of this is available on request.

### *Jewellery*

The wearing of jewellery is not allowed on safety grounds.

### *Medication*

If your child has any specific health difficulties or needs, please inform Miss Hawley, Nursery Teacher. On the rare occasion when a medicine must be taken at school, parents **must** come into school to complete a **Medical Care Plan** for the administration of medicine and liaise with our First Aiders – Mrs Smith and Miss Bullock.

Staff are **not** allowed to dispense medicines without a form being completed.

Following advice from the LEA, and in line with our Policy, the school can administer **PRESCRIPTION MEDICINES ONLY**. Before these are accepted in school, there needs to be a discussion with the parent and completion of the **Medical Care Plan**.

No child is allowed to dispense their own medicine.

Children with asthma will be allowed to bring inhalers into the nursery provided they are clearly marked with the child's name and parents have filled in a **Medical Care Plan**.

### **Security**

Your child's safety is of paramount importance to us. It is an ongoing issue which is regularly monitored and reviewed as part of our Health and Safety procedures. We are committed to the school retaining an open, welcoming atmosphere, while ensuring the safety of all pupils, staff and buildings.

Children and parents are requested to enter and leave the school using the appropriate paths.

If your child is being collected by someone other than their usual carer, we ask that you inform us on the morning/afternoon of the day in question.

In the extremely unlikely event of a child going missing from the nursery class, the procedure is that staff would telephone the police and parents immediately. If parents could not be contacted, staff would then contact other adults from the emergency contact sheet.

Once all the children have arrived, the outside nursery door is locked to ensure the children's safety. Please remember to use the main school entrance if you are late arriving or collecting your child.

Please note, for children arriving to start a session at 12.30pm, please wait by the main school gate and a member of the nursery staff will accompany your child through the yard to the Nursery entrance.

***We kindly ask that you ensure the green gate leading to the main yard (from the Fellside Road main entrance) is closed behind you when you enter and leave the school grounds.***

***Please note, the school and grounds are a smoke and vape free environment. Mobile phones should not be used on the school grounds.***

### **Safeguarding**

Parents should be aware that the school will take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, staff have no alternative but to implement our Safeguarding and Child Protection Policy and inform Children's Services of their concern.

Our safeguarding team is:

- Designated Safeguarding Lead - Mrs Caroline Green (Head Teacher)
- Deputy Safeguarding Lead – Ms Ruth Thornber (Deputy Head Teacher)

### **Assessment and Record Keeping**

We keep information on children to inform our teaching and monitor progress. Following Local Authority guidelines, we compile a baseline assessment on each child during the first half term, and throughout the year we regularly monitor progress and development in the seven areas of learning. Your child's records are available for you to see and discuss if you so wish.

### **Parent Consultation Meetings**

During the first term of entry to the nursery, we hold a formal consultation session with the teacher. This gives you the opportunity to discuss your child's general progress and how they have settled. We hold a similar consultation day in the spring term, and in the final

summer term parents receive a written report of progress and achievement as well as their Learning Journeys. Other assessment documents and records, including a copy of their report, will be passed on directly to children's new Reception teachers as part of their transition records. You will have the opportunity to consult with the nursery teacher after receiving the report if there are any areas of concern.

Additional meetings can be organised with the nursery teacher on request, at any time during the year.

### ***Special Educational Needs and Disabilities (SEND)***

In consultation with the Head Teacher, the governing body determines the school's policy and approach for special needs provision. Within special educational needs, attention is given to more able children as well as those experiencing difficulties. A member of the governing body has been appointed governor with special responsibility for SEND.

The day-to-day management is delegated to the SEND co-ordinator (SENCo), Miss Robson (our Year 6 teacher), who is the main point of contact and always willing to meet the parents of those pupils with special needs.

Fellside Community Primary School welcomes all children in the community. We ensure that all children have the same opportunity to fulfil their potential and to participate in all areas of school life including access to the Early Years Foundation Stage Curriculum.

The school takes its duties to children with SEND very seriously and will take all reasonable steps to admit children with SEND and give them the fullest possible access to premises and the curriculum. The school has adopted plans, which are reviewed annually by governors, for progressively and over time increasing access to the school for disabled pupils. These include physical improvements and changes to policies and practices where these are appropriate and possible. (For more details please see the school's Equal Opportunities Policy).

In line with the Special Educational Needs Code of Practice, the school uses a graduated approach to the identification and assessment of special educational need. This is a continuous systematic cycle of planning, intervention and review within the school to enable pupils with SEND to learn and progress. Parents are consulted and kept informed at all stages. Initially, if concerns are expressed by either parent or teacher, the child will be monitored and assessments discussed with parents. A child would be placed at 'School Based Support' if he/she is identified as requiring intervention which is different to that provided as part of the school's differentiated curriculum.

Sometimes, external support services may be involved, but parents will always be informed and consulted with where this is the case.

In some cases, the Local Authority will make an assessment of a child's educational needs based on specific advice, and they will write an Educational Health Care Plan (EHCP).

The nursery supports children with SEND in a number of ways, including the following:

- organising staffing to support children with SEND;
- screening each class to identify children with SEND and reviewing their needs and programmes of learning;
- setting targets and discussing them with the SENCo so that individual progress is monitored;
- providing specialist resources, individual and group activities, where possible and appropriate;
- bringing in specialist support from the Local Authority;

- involving other agencies such as health services and voluntary organisations as appropriate;
- consulting with the Speech and Language Service;
- involving parents of children identified as having SEND as much as possible including inviting them to attend regular reviews;
- providing in-service training for school staff to ensure good support for pupils with SEND;
- using the Behaviour Improvement Policy to support and encourage good behaviour in school.

### ***Behaviour Management***

As the class teacher, Mrs Smith is responsible for behaviour management issues. Our policy is primarily based on acknowledging, praising and reinforcing good behaviour.

- We aim to give all children self-discipline and promote an atmosphere of caring, sharing, self-control and co-operation between children.
- We try to explain the reason for rules so that children can see the point of them and can begin to be involved in the rule making.
- We give them a voice by encouraging them to say “I don’t like that! Don’t do it!” if their peers are behaving inappropriately, and to ask for adult help if needed.

Within nursery, staff utilise a traffic-light system for managing behaviour with all children commencing each session on green. Where a warning is issued to a child regarding their behaviour, they move to amber. Continuation of the behaviour results in their moving to red and receiving a ‘time-out’ consequence. We limit time-out to 1 minute per year of age. After this, children revert back to green on the traffic-light system. Using this system, we aim to ensure children have the opportunity to correct their behaviour.

In the unlikely case of persistent or serious misbehaviour parents will be asked to meet the nursery teacher. Any actions taken will be done in consultation with parents and may include; monitoring, employing intervention strategies, or referral to the Local Authority’s inclusion support team.

### ***Key Person***

Because the nursery class is staffed consistently by only two adults who work very closely to provide a safe and secure environment for your child, we feel we can respond to the needs of individual children, particularly during the first few weeks of the nursery, by enabling staff to respond to individuals, rather than allocating children to a particular member of staff. As such, the nursery teacher, Mrs Smith, is the key person for each child in the class and will liaise with parents informally at the beginning and end of the sessions and more formally at parents’ consultation sessions.

However, the staff work very much as a team and the teaching assistants will be available to welcome parents and children into the nursery and discuss any concerns or issues arising, passing this information on to the teacher.

We also have key worker groups, with children divided into two groups to carry out more focussed activities and discussions with either the teacher or teaching assistant. The groups have the same key worker for half a term, after which staff rotate in order that all children get to know all staff.

### ***Keeping us Informed***

It is important that parents make us aware of any changes at home that may affect your child’s emotional well-being so that we can respond accordingly. (This may be moving house, the loss of a pet, a new baby etc).



### ***School Policies***

Copies of all the school policies are available for parents to view. Please ask at the school office or consult the school website: [www.fellsideprimary.co.uk](http://www.fellsideprimary.co.uk)

### ***Preparing Your Child for Nursery***

Beginning their nursery education is an important milestone in the life of any child and naturally it may give rise to worries and concerns by children. It is, therefore, important to talk about 'starting nursery' in a positive light with your child. Children respond in different ways, and while some will settle easily, others may find it quite traumatic. Prepare your child by talking about the kinds of things he/she will do at nursery, pointing out the school building to them if you are passing. Encouraging your child to be independent as far as possible will also help – encouraging him/her to put on and take off his/her own coat, encouraging independent use of the toilet and washing of hands, and helping to tidy up toys, for example, will foster this.



CONTACT INFORMATION:



Fellside Community Primary School  
Fellside Road  
Whickham  
Newcastle upon Tyne  
NE16 5AY

Head Teacher: Mrs Caroline Green  
Chair of Governors: Mr Ryan Gibson



0191 4887486



[fellsidecommunityprimaryschool@gateshead.gov.uk](mailto:fellsidecommunityprimaryschool@gateshead.gov.uk)

Ensuring every member of our school community is inspired to fulfil their potential and is prepared effectively for their future.