



Welcome Newsletter



September 2022

Dear Parents,

Another very warm welcome to Little Badgers Nursery at Sandringham Infant and Nursery Academy. We hope you and your child have settled into the new routines at Nursery; we are so proud of how well the children have settled. Please do come and speak to us should you have any questions. Below we have provided some general information about classroom organisation and home-school liaison.

Drop Off

Drop off - the main school gates are opened by our office staff. Please follow the main path towards the school office and queue along the front of the school building. Your child's teacher will open the Nursery gate to greet you and your child. After saying goodbye to you, your child will then be encouraged to hang up their coat and backpack by themselves with support from a staff member. They will then walk into the classroom where they will be met by another member of staff. They will help them find their Little Badger name card for self-registration. Please then follow the path and exit out the main gates. Thank you for your patience as your child continues to build their confidence and independence.

Timings for Drop Off:

Ladybirds - Monday & Tuesday 9am, Wednesday 8.45am.

Butterflies - Wednesday 12.15 pm, Thursday & Friday 9am.

Collection

The office will open the main gates. Please follow the main path towards the school office and queue along the front of the school building. Your child's teacher will open the Nursery gate to dismiss the children. On Mondays, Tuesdays, Thursdays and Fridays, the Nursery school day ends at 3pm. When you arrive to collect your child, there may be a large queue forming by the main school gates as the rest of the school wait for a 3.10pm collection. When the gates are opened, please by pass this queue and head to join the nursery queue by the front of the school.

For Butterflies only – on a Wednesday collection at 3.15pm, the one-way system for the rest of the school will be in place which means that school parents will be leaving the school grounds via the car park gates. This means that as we are dismissing Nursery, there are other school parents walking along the path way, past the school office and heading to the car park so it can be a busy exit.

Timings for Collection:

Ladybirds - Monday & Tuesday 3pm, Wednesday 11.45 am.

Butterflies - Wednesday 3.15pm, Thursday & Friday 3pm.

If your child is going to be collected by another adult at home time, please inform your child's teacher at drop off or by phone direct to Sarah Cable in the school office on **01252 834405**. If we have not been informed that a different adult is collecting, and we do not recognise the adult collecting and/or the password is not provided, we will not allow the adult to collect your child, even if your child recognises them. In this case we will telephone you to check.

Safeguarding is our top priority and particularly important as the children are so little. Thank you for your support with this.

Thank you also for providing passwords and photographs of other adults who will regularly collect your child for e.g. grandparents - this is really helpful in supporting staff to match names to faces, particularly if a different member of staff needs to send home.

Ordering a School Lunch

School dinners need to be ordered and paid online via Scopay in advance of your child's session – the details of this were in your starting pack. Please see Mrs Cable in the school office if you need any help setting up your account. Families can select from a red meal (usually meat), green meal (vegetarian) or a yellow meal (hot snack... i.e. jacket potato). The menu runs on a three-weekly cycle - please see menu already sent home or on our website. Before ordering meals online, please can you look at the menu together at home and help your child to decide what they would like to eat. It is really important that they are prepared and know what they are having to eat to avoid any unnecessary upset at lunch time. We really want lunch to be a positive eating experience for all.

(Families who were in Little Badgers Nursery last year – please note that the children are no longer able to choose their meal each morning in nursery – we are now operating the same system as the whole school and dinners must be ordered in advance).

Packed Lunch

We are a healthy school and encourage healthy meal choices. No sweets or fizzy drinks please. Small drinks cartons with a straw are a good size for nursery children; they also help develop their fine motor skills. Please be mindful that in the early days as your child settles into Nursery, it may take them a long time to eat their lunch. Please keep this in mind when packing items in their packed lunch box and ensure that the portion sizes are manageable for your child. Due to the severity of dairy and nut allergies in nursery, we ask that **NO YOGURTS** and **NO NUT** products are in lunchboxes. The children will carry their own packed lunch box into the hall so please ensure that this has a handle and can be easily carried by your child.

Snack, Milk and Water Bottles

Nursery will provide snack for the children each day. The snack bar opens in the morning; there is a choice between 3 items, for example fruit, vegetables or crackers. Milk and water are offered as a drink. Water is also available throughout the day. The children do not need

to bring in water bottles with them (the children are still very young and cannot recognise their names so water bottles are easily muddled! This avoids any cross-contamination).

Backpacks and Wellies

Please ensure your child brings their named backpack and a named waterproof coat to Nursery each day. This should contain named spare clothes, nappies and wipes (if potty training). Spare clothes should include underwear, socks, leggings/joggers, t-shirt and a jumper. Children should wear named Velcro shoes (no laces please) as they will be learning to take them on and off independently to change into their wellies. Your child needs a pair of wellies that will stay in Nursery for the term.

To help with separation and transition, we suggest attaching a photo key ring of your family to your child's backpack. This provides a nice link between home and Nursery as well as helping your child to find their backpack until they are able to recognise their name peg. Please do not send in any toys or precious items with your child to avoid these getting lost.

Earrings

Earrings are not part of our Nursery uniform; we do not recommend that these are worn during your child's sessions as the children often catch them when changing jumpers, dressing up clothes as well as during PE in the hall/climbing in our outdoor classroom. If you insist on your child wearing earrings to Nursery, these should be studs and we will need you to sign a disclaimer accepting all responsibility for any injury. These can be sought from the school office.

First Aid, Illnesses and Medicine

If your child is hurt or becomes unwell during the day, our staff will attend to your child. You will be notified about a serious injury or if your child is too unwell to stay at Nursery.

We ask that basic health information is passed onto the school during enrolment and would ask that you keep us up to date with any changes as they arise. Prescribed medicines will only be administered by the school when essential and when your child is well enough to attend Nursery. The prescription label with your child's name will need to be seen and a medicine form completed and signed. Any medical needs will be discussed during your child's stay and play session and a care plan created. If your child has regular medication such as an inhaler or EpiPen, please ensure it is in date when handed to the office. If your child is unwell please inform the school office by telephone. Certain illnesses, such as Chicken Pox, are notifiable. Please ask when it is appropriate for your child to return to Nursery to prevent the spread of infection.

Please note that if your child has been unwell due to vomiting or diarrhoea, our school policy states that they should not return to Nursery until 48 hours after the last episode of vomiting or diarrhoea.

Library

We have a timetabled session in the library as part of learning time. During these visits, the children have the opportunity to look at books individually or as part of the class as a means of sharing books. All of our library books have barcodes and are part of a computerised system,

whereby each child has their own account. New books may only be borrowed once the previous book has been returned. We recommend children have their library book in their Nursery book bag all the time, in case we change library sessions occasionally to suit our weekly timetable. Nursery book bags are available to purchase at Brenda's School wear in Frimley or via Sarah Cable in our school office. If you do not have a Nursery book bag, please keep the library book in your child's backpack.

Birthdays

As we have achieved Healthy Schools status and with a large variety of allergies in Nursery, it is with regret that children are not allowed to bring in sweets or cakes to give to their friends to celebrate their birthday - please save them for the party!

Tissues

We get through a large quantity of tissues in class, particularly during the winter months. If you are happy to, please could you send in a box of tissues for us to use in the classroom.

Show and Tell

We welcome and celebrate children's achievements. If your child has done something amazing at home that you would like to share with us, please take a photo and add this as an observation to your child's Tapestry journal. We can then share this in class. Children should not bring in toys or anything precious/valuable from home in case they get lost in the classroom. This causes great upset so please keep these at home. Occasionally we may ask the children to bring in objects linked to our topic. If this is the case, there will be a note sent home via email and Tapestry.

Teaching Staff and VIPs

In addition to the teaching team in Nursery, over the course of the year your child will become familiar with other staff at Sandringham. Your child will meet the Reception teaching team and Mrs Kelly our Inclusion Manager. They will also meet Mrs Cable from the office as children take turns to be the class VIP and deliver the register to her. Our VIPs are also responsible for being the leaders of the line, shake the tidy away tambourine etc.

Communication

Important dates and school events are communicated with parents in a fortnightly newsletter from Mrs Money, as well as being available on the school website and through school comms email. Please refer to these regularly as means of keeping up to date with school news. We will also post reminders of key Nursery events on Tapestry.

And finally...

We appreciate that starting nursery is a new experience for many families and we are always happy to answer any queries you may have. Please chat to us on the gate, or if you need to speak to us for longer, please contact Sarah Cable in the school office and we can arrange a mutually convenient time to chat.

Starting Nursery is an exciting new experience but it can be overwhelming for our children as they learn and process new information and experiences. It is normal for them to feel tired or act out of character during the early weeks as they adjust to their new environment. Separation anxiety is also a normal part of healthy child development at this age. It shows that your child has a strong attachment to you as their primary carer, which they need in order to be able to develop positive and healthy attachments to other adults. Many young children will cry when dropped off but the majority are quickly distracted. Even the most settled and sociable of children can still find the initial goodbye upsetting. We are very used to supporting children and families with this throughout their Nursery and Infant school journey as each child develops at their own pace. We are here to help in any way we can so please do talk to us if this is a concern for you.

We will also be arranging a coffee get together for Nursery families in the school hall in the coming weeks. This meeting will be an opportunity for new families to meet other parents and also have any questions answered. We will contact you with a date shortly.

We hope that you and your child enjoy being part of our Nursery Classes.

Kind Regards

Mrs Robinson, Mrs Warner and the Nursery Team

Members of staff that your child will meet...



Mrs C Warner
Ladybirds Teacher
(Monday to Wednesday am)



Mrs E Robinson
Butterflies Teacher
(Wednesday pm to Friday)
Mental Health and
Wellbeing Lead



Mrs S Cable
Nursery Administrator



Mrs A Johnson
Learning Support Assistant



Mrs L Burgess
Learning Support Assistant



Mrs D Diffey
Learning Support Assistant



Mrs Z Turner
Learning Support Assistant



Mrs K Money
Head Teacher



Mrs J Kelly
Inclusion Manager