



Well Green Primary School

NURSERY PROSPECTUS

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WELCOME TO WELL GREEN PRIMARY SCHOOL

The staff of Well Green Primary School extends a very warm welcome to all new children coming to our school nursery and hope that the time they spend here will be happy and rewarding. We also wish a warm welcome to you, as parents and carers, for you are the most important people to your children and we hope you will become involved in the life and work of school. Your support and cooperation are vital if we are to create a warm and purposeful learning environment for your child.

Going to a new nursery for the first time is a very big step in a child's life and this information is designed to make that step a little easier, for it will tell you briefly what we aim to do in our school, how you can be involved and how we can support you. It isn't possible to convey every aspect of our school in the prospectus and, therefore, we warmly welcome visits to the school to see our children in the classrooms and meet our staff.

Well Green opened in 1965. It is a one-form entry school for children aged 5-11 years. We have a purpose built, 26 place nursery which is set in its own grounds on the edge of the field. There is a separate prospectus available for classes from Reception to Year 6. Further information may be obtained from the School Office or the Head Teacher.

OUR VISION

The curriculum is the totality of pupils' learning experiences. At Well Green Primary School we believe that our curriculum should be broad, balanced and relevant and meet the needs of all children whatever their ability. The taught curriculum is comprised of the national Early Years Foundation Stage (EYFS) framework and meets statutory requirements, in addition to a range of other aspects and skills which enrich and enhance the pupils' learning.

We ensure the children have a range of learning experiences that challenge, stimulate and promote thinking and learning through our broad and relevant curriculum which is based on first-hand experiences and observations. This encompasses all areas of learning and enables us to provide high standards of teaching and learning, with an overarching enquiry approach using a range of teaching styles and cooperative learning. At Well Green our bespoke curriculum ensures we plan a diverse and engaging range of activities and experiences for our children. Our curriculum is constantly being updated and reviewed to ensure the best possible outcomes for all our children. We make full use of the local community and environment but also reach out into the wider world to nurture global citizens of the future. Children leave Well Green having made excellent progress and attainment having acquired a wealth of skills, knowledge and understanding. Their personal attributes are outstanding, contributing to respectful, tolerant and well-behaved life-long learners.

ORGANISATION

There are approximately 230 children in school, including our nursery children. The school is organised into the Early Years Foundation Stage, this includes Nursery and Reception classes, Key Stage One (Year 1 and Year 2) and Key Stage Two (Years 3, 4, 5, and 6).

The Nursery Day

Nursery children start at 9.00 am and finish at 3.10 pm if they are full time. Part-time morning children attend at 9.00–12.00am and afternoon children from 12.10–3.10pm. Nursery opens at 8.50am, allowing for a calm start to the day.

Arriving and leaving nursery

Children enter and leave school via the small side gate at the beginning and end of the nursery day. Parents and carers collecting children who attend for the morning sessions only, or those who arrive for the afternoon session wait in the porch at the main entrance to school. A member of staff will bring morning children to meet their adult and collect afternoon children to take them to nursery. All children can be collected from the Nursery building at the end of the day via the gate onto the infant playground. The main gate to the car park and entrance hall can be busy with cars and other vehicles visiting the school, and must not be used by the children at the beginning or end of the day.

ADMISSIONS

Nursery

Children are admitted three times per year in Nursery, in the Autumn, Spring and Summer term. There may be a staggered entry to ease this transition, depending on the number of children starting at each admission point.

Application forms for the Nursery class are available from the school office and via the website and, where the child is to start in September, applications should be submitted to the school by February of the year in which the child will start Nursery class.

However, if places are available, children may be admitted the term following their third birthday. See below:

When your child turns 3	When they can get 30 hours free	Recommended time to apply
1 st September to 31 st December	Term starting on or after 1 st January	15 th October to 30 th November
1 st January to 31 st March	Term starting on or after 1 st April	15 th January to 28 th February
1 st April to 31 st August	Term starting on or after 1 st September	15 th June to 31 st July

Reception

Children whose fifth birthday falls between 1 September and the 31 August in the year of admission, may apply to Trafford Authority for a place in our Reception class from the start of the Autumn term.

We always try to maintain continuity of education, however Nursery children are not guaranteed a place in the Reception class. Parents are required to make an application for a place in the Reception class directly with Trafford Council Admissions department, www.trafford.gov.uk Applications can only be made from September of the year prior to your child starting. The closing date for applications is 15th January of the year in which your child will start school.

Places in the main school are offered according to the Authority's Admissions Policy. Places in Nursery are offered according to school's policy. This information is available separately from the school office.

All applications for main school, from both within the school's catchment area and from those living out of zone must be made to Trafford Authority. As a maintained school we are not responsible for the allocation of Reception class places.

BEFORE STARTING AT OUR NURSERY

All parents whose child has been offered a place at our nursery will be invited to attend a 'Stay and Play' session in the term before their child is due to start in the January, April or September. This is an opportunity to meet the Head teacher and the nursery staff. At the meeting, parents will receive information about the first few days and weeks when their child starts nursery, including our intake procedures, appropriate clothing, snack times, toileting arrangements, as well as the daily provision and routines for the children. It is a chance for new parents to ask any questions, or discuss any concerns or queries that they may have, as well as for the children to get used to the Nursery environment and make some new friends!

Staff are always happy to answer any questions parents may have, particularly during this settling in time. Please contact school or chat to staff to arrange a mutually convenient time to share information.

Parent questionnaires throughout the year support the school's reflections on practice to ensure families feel welcome and the learning experience ensures the best possible outcomes for all children.

THE WELL GREEN LEARNING EXPERIENCE

We aim to deliver a broad and balanced curriculum where children feel happy and confident. At Well Green we know the value and importance of ensuring our children have high self-esteem and this aim underpins all we do both in nursery and our school. We value all children and their range of strengths and interests.

Teachers carefully plan the children's learning through play and practical experiences. Nursery staff use a variety of approaches including whole class, group, individual and peer teaching to provide the best possible learning experiences for each child. On-going assessment, monitoring and target setting is central to all our teaching and learning. This way we aim to cater for the needs of all our children, including those with Special Needs and more able pupils. First hand learning experiences are actively sought by the staff to bring the curriculum alive.

We develop the children's enquiry skills and deep thinking through a well planned sequential curriculum. Children's knowledge and understanding builds during the year; this feeds directly into Reception class learning. Their learning is recorded via Tapestry, which you can access at home. You are also invited to add things to Tapestry to help build a picture of your child's learning journey throughout their time in the Early Years.

At Well Green we recognise the value of parents and carers in helping to support your child in their learning. Half-termly letters are sent home giving details of the experiences your child will be offered, and our school website contains a 'curriculum map', providing information about the curriculum and learning on offer. In both Nursery and Reception a weekly newsletter provides you with the highlights of the week and suggestions for activities at home with your child.

EARLY YEARS FOUNDATION STAGE

The revised Early Years Foundation Stage documentation came into effect in September 2021. At Well Green we recognise that all children from birth to the age of five:

- are already competent learners;
- learn to be independent from relationships which they build with parents and other key people;
- that their environment plays a large part in supporting and extending their learning experiences
- that each child learns in different ways, and at different rates.

THE SEVEN AREAS OF LEARNING

The Early Years Foundation Stage curriculum that we provide for our Nursery and Reception children is divided into seven 'Areas of Learning':

- Personal, Social & Emotional Development,
- Communication and Language
- Physical Development
- Expressive Arts and Design
- Mathematics
- Literacy
- Understanding the world

PERSONAL, SOCIAL AND EMOTIONAL

At Well Green Nursery, we aim to provide the children with experiences and support which will help them to develop: a positive sense of themselves and of others; respect; social skills, and a positive attitude towards school and learning. We plan for a range of opportunities for the children to play and learn either alongside each other, by developing their thinking skills and their independence.

We intend that their personal and social development will be enhanced by all aspects of our school, including the staff, children, learning experiences and the outdoor classroom allowing them to feel safe, and for which they have some responsibility. Our Nursery staff support the children in sharing their thoughts, ideas and feelings, and to build relationships with both adults and children.

COMMUNICATION AND LANGUAGE

The children enjoy opportunities to share a range of books, stories, songs and rhymes, and Phonics activities. We encourage the children to experiment with writing for themselves by making marks, symbols and letter shapes, as well as 'reading' for themselves by talking about the pictures or remembering what they have heard. The nursery environment displays signs, symbols, numbers, words to aid children's early appreciation of writing, and we provide time for the children to engage in conversation about their own areas of interest and special events. Great value is placed on the value of books and children regularly listen to stories, rhymes and poems.

PHYSICAL DEVELOPMENT

We believe that children learn best when they are being active, and therefore we link our Physical Development provision to all other areas of the curriculum both inside and outside. We aim to offer physical challenges to meet the children's needs, through opportunities in using small and large equipment, with time to practise and develop existing skills. Our provision allows time for the children to be involved in a balance of energetic play, including using the main school hall and field, as well as gardening and using our 'mud kitchen'. We ensure challenging activities build on existing fine-motor skills such as cutting, threading and brush and pencil control such as tracing and mark making to develop the early stages of writing.

MATHEMATICS

We support the children to develop their thinking by offering a wide range of play-based learning for them to explore, learn, practise, and talk about their maths understanding and awareness.

We encourage the use of many mathematical terms, ideas and concepts during child-initiated activities in their own play such as sand and water. The staff provide the children with a range of practical opportunities and resources to explore numbers and problems, make patterns, and to count and match numerals to groups of objects. We use the outdoor environment in developing their mathematical understanding when teaching about shape, distance and measures, and through offering practical situations for counting.

UNDERSTANDING THE WORLD

From nursery, we ask parents and carers to share information with us about particular strengths or areas of interest and hobbies that the children may enjoy, so that we may build upon these during their time at nursery. We base some of our teaching on seasonal changes or significant events, and we build the adult-led learning around these. We make full use of the outdoor environment in most weathers, to encourage exploration, investigation, decision making and discussion from the children's first hand experience, areas of interests and books.

EXPRESSIVE ARTS AND DESIGN

We encourage the children to express themselves through movement, songs and music, drama, story-telling, using props, as well as a range of materials with which to create pictures and models. We support the children in initiating their own ideas, making their own choices and decisions, and helping them to feel confident to try new materials and techniques. We value the ideas, the range of skills and the thought process, rather than just the finished

result. Children access an excellent range of resources; they have opportunities to use these in continuous provision areas.

LITERACY

At Well Green, the children enjoy opportunities to share a range of books, stories, songs and rhymes, taking part in daily phonics lessons to focus on hearing and saying the sounds in everyday words, rhymes and word-play.

Children are encouraged to take home a book which is provided to every child each week.

The nursery children also have group reading sessions with a member of staff throughout the week. Following a reading session, every child in the group takes home a copy of the shared text. An activity sheet is included with each copy to enable families to revisit and extend the reading experience.

We encourage the children to experiment with mark making and 'writing' for themselves by creating symbols and letter shapes, and also by tracing, chalking and painting on both small and larger scales using a range of equipment.

SPECIAL EDUCATIONAL NEEDS

Well Green Nursery aims to provide maximum access to the Early Years Foundation Stage Curriculum and subsequent progress within it for pupils with special educational needs. The school has a Special Educational Needs teacher (SENCo) with responsibility for overseeing and coordinating the provision made for children with special needs or disability. A copy of the policy for supporting these children within our school is available on request. Our school website contains further information about our SEND provision, including the local offer.

The school continually develops and implements its access plan, adding ramps to aid access to school, as well as disabled toilet facilities. A copy of the school's accessibility plan is available on our website. Parents wishing to apply for places for physically disabled children should contact the Head teacher and every endeavour will be made to meet individual needs.

At Well Green Nursery, we recognise the need to provide equality of opportunity for children of all abilities in order to enable all pupils to reach their full potential. We are committed to working with all our pupils to develop their skills and abilities, both intellectually and socially, and to providing teaching which makes learning challenging and enjoyable.

HEALTH AND MEDICAL MATTERS

If your child becomes ill during a nursery session, a member of staff will contact the parent/ carer or the emergency contact indicated on the registration form. We must have two different emergency contact telephone numbers should we need to contact you. Parents must inform the school office immediately of ALL changes to the contact details.

The nursery cannot routinely administer any medicine to a child. If your child is suffering from a communicable illness, your child should not be brought to nursery until the infection has cleared.

If your child has asthma or any other diagnosed medical condition it is your responsibility to inform the school office during the admissions process or as soon as you are aware of the condition. Inhalers must be available for your child to use in school. You must complete the relevant forms for school to administer inhalers.

ILLNESS AND ABSENCE

If your child is absent from our nursery you must contact school on the first day of absence, and each day thereafter. When your child returns to nursery, please send a letter to the class teacher confirming the reason for the absence. Illness and infections can spread quickly among children and adults at school. Please make sure that your child is fully recovered before they return to nursery.

If a child suffers an injury, or becomes ill in nursery, it is vital that we are able to contact the parents. At the admissions meeting we ask that parents and carers complete a form detailing who we should contact in such circumstances. We need a minimum of two emergency contact numbers. Please inform us immediately of any changes to any of your emergency contact numbers.

We ask that wherever possible, routines appointments such as dentist visits, are arranged outside out school time. When a child does have an appointment during Nursery time, for example a doctors appointment, parents/ carers should notify the school office, in advance. No child is allowed to leave the premises during nursery hours unless accompanied by a parent or carer, or another responsible adult known to the school staff. Older siblings attending Well Green Primary School are not allowed to collect a child from our nursery.

FOOD AND DIETARY REQUIREMENTS

We will work with the parents/carers to provide suitable healthy snack food for children including those who have any special dietary requirement as diagnosed by a doctor or dietician. All reasonable care will be taken to ensure that a child does not come into contact with certain foods. We ask that parents and carers consider this when providing a healthy and nutritious packed lunch for their child. Please note we are a **NUT FREE SCHOOL**.

HOLIDAYS

A list of term dates for the current year is enclosed.

At Well Green we promote excellent attendance for all our children and encourage all holidays outside of nursery term time. Should an occasion arise when an unavoidable absence is requested, Term Time Holiday Applications are available from the school office.

SCHOOL NURSE

School nurses are available to offer advice on a whole range of health issues. They can be contacted either via school or directly on 0161 912 2340

PTA

At Well Green we have a thriving Parent Teacher Association which organises social events and raises money to support the learning and enjoyment of all the children. Support from all parents and carers is actively encouraged. Everyone is most welcome to attend our regular meetings and events we organise which bring our community together.

COMPLAINTS PROCEDURE

We have a very positive relationship with all our parents and carers, and would like to ask that any concerns or worries are taken in the first instance to either Ms Van Cook or Miss Crabtree as soon as possible. If the matter cannot be resolved at this level it should be referred to the Head teacher. A full copy of our complaints procedure may be obtained from the School office. If you wish to view any of the schools policies please speak to the Head teacher or the office staff.

CLOTHING

Children's clothing choices should be practical, and fastenings should be suitable for your child to manage thus encouraging them to dress and undress with independence. Footwear and outdoor wear should be appropriate for the weather, as significant parts of our Nursery day may be spent outdoors. We ask parents to kindly send in a pair of named Wellington boots to remain in Nursery for outdoor play. Although we use aprons to protect clothes when appropriate, expensive or 'best' clothes should be avoided.

The nursery has an optional uniform which children are encouraged to wear. Uniforms and book bags are available from Monkhouse in Altrincham. Please see the school website for more information.

Please ensure every item of your child's property is clearly labelled with their name. Named property and belongings found in school can then be returned to the owner. We cannot be held responsible for any accidental damage or loss of property. Children should not wear jewellery of any kind in school for reasons of safety. We appreciate the support of all parents in this matter. This includes wearable technology such as FitBits and Smart Watches.

PHOTOGRAPHS

Professional photographs are taken twice a year for you to purchase. These consist of an individual/family photo and a class photograph. Throughout the course your child's time at school photographs are frequently taken as a record of their achievement, for displays or for use on our website. On entering Well Green we ask you to complete a permission form for us to keep on your child's records. This includes consent to use your child's photograph on our Instagram page. If this is not something you wish to consent to, please do indicate this in the admissions information you provide to the office.

PASTORAL CARE

All staff are committed to providing a secure and happy environment both for learning and for social development. If any matter arises which requires discussion, the class teachers are generally available before and after school. The head teacher and deputy head are also available by appointment, or you can usually catch the Head on the school gate each morning for more informal matters.

MEET THE TEACHER

In July the children will meet their new teacher spending some time together in their new classroom. This greatly assists transition in September.

HEALTH EDUCATION

It is our policy at Well Green to develop children's awareness of the wide range of issues that affect them and to encourage positive attitudes and good practice so that the children learn to take responsibility for their own health and safety and for that of others around them.

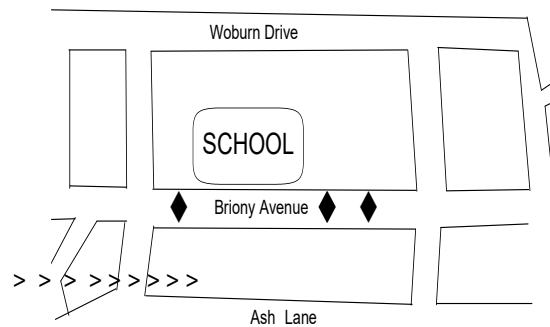
MEDICAL SERVICES

The school nurse visits the school each term to carry out health checks on the children. All children would usually be seen by the school nurse within their first year of entering school. The school doctor holds immunisation sessions when appropriate.

CAR PARKING

Parents/carers are asked to park carefully and respectfully when bringing or collecting their children to our nursery and school. This ensures that emergency vehicles are able to pass at all times. Parents/carers must not use the school car park for this purpose. Avoid double parking and try to park facing 'Grove Lane' on the school side of the road. Your cooperation is appreciated. For the safety and convenience of those at school and of local residents there is a one-way system for parents dropping off and collecting children by car.

One Way System



Please note parents/carers are **not** allowed to use the staff car park unless for exceptional circumstances by prior arrangement with the Headteacher.

And Finally.....

We want your child's time at our nursery to be happy, exciting and educational.

We believe that learning should be fun and that by encouraging respect for each other and valuing the opportunities available we all grow and learn together.

Mr Tien-Rhimes
Headteacher