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# Montalbo Nursery and Primary School

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INFORMATION FOR NEW NURSERY PARENTS



**Montalbo Nursery and Primary School**

Fairfield Road

Barnard Castle

DL12 8PW

Tel: 01833 637718

[www.montalbo.durham.sch.uk](http://www.montalbo.durham.sch.uk)



*Dear Mums, Dads, Carers and Guardians,*

*We are delighted to welcome your child into our happy and caring Nursery Class.*

*Children thrive in our Nursery because of our highly trained and passionate staff and the exciting and stimulating opportunities we offer. Our Nursery children enjoy spending time developing and playing in our well equipped Nursery environment.*

*Nursery children participate in daily focussed sessions including 'dough disco', 'dance and draw' and yoga as well as taking part in activities that help them develop their communication, social, and self help skills. We know that children love to be outside and everyday our children are able to learn in our wonderful outdoor area.*

*We understand that starting Nursery is a big milestone for you and your child and we are always happy to discuss your needs or queries at any time.*

*Yours Sincerely,*

*Mrs Patterson*

*Nursery Teacher*

**Welcome**





# Our Nursery Team

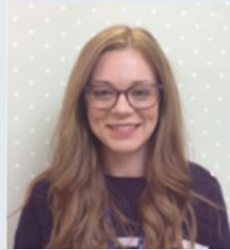
**Mrs Patterson**

Nursery Class Teacher,  
EYFS Lead and  
Designated Safeguarding  
Lead



**Miss Nicole**

Teaching Assistant



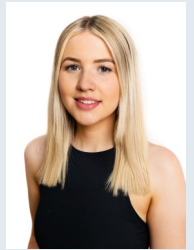
**Mrs Thomas**

Teaching Assistant



**Miss Rudge**

Teaching Assistant



**Mr Minikin**

Headteacher and  
Designated Safeguarding  
Lead



**Miss Richardson**

Deputy Headteacher,  
Designated Safeguarding  
Lead and Y5 Teacher



**Mrs Channell**

SENCO  
and Y6 Teacher



**Mrs Teasdale**

School Business  
Manager



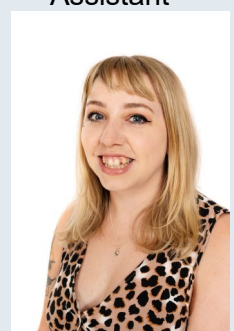
**Mrs Collin (Carrie)**

Administration Assistant and  
Lunchtime Supervisory Assistant



**Miss Teasdale**

Lunchtime Supervisory  
Assistant





The Statutory Framework for the Early Years Foundation Stage has seven areas of learning and development which are all equally important and interconnected. At Montalbo Primary School all children are able to access learning on their own level and staff tailor opportunities to meet each child's needs. The focus is on ensuring children develop in a safe environment that supports their well being, development and independence.

**The prime areas of learning:**

- Communication and language
- Physical development
- Personal, social and emotional development

**The specific areas of learning:**

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

Within Nursery our children are taught using a combination of child-initiated play and focused adult teaching. Although we have overarching themes, these are not rigid, and we will follow other lines of interest when these arise. We also adapt an in the moment planning approach to meet the needs and interests of our children. Children join our setting at different times throughout the year and have different starting points; we ensure that there are plentiful opportunities for our children to revisit and deepen their learning throughout their time in Nursery. Opportunities are created on an individual basis, we recognise, and value each child's individual needs and we provide learning experiences accordingly.



## **Allocation of Sessions**

Children are welcome to join our Nursery the term after they turn 3 years of age.

Sessions are allocated in line with the County Durham admissions policy.

## **Funding**

All 3 and 4 year olds are entitled to 15 hours per week of funded Nursery education for which there is no charge.

Some families are entitled to 30 hours of funded childcare. The funded hours can be used at Montalbo to access Nursery sessions as well as breakfast and after school care. To find out if you are eligible please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

You will be charged for anything in addition to your entitled 15 hours or 30 hours and you will be informed beforehand of the costs incurred. The amount will be debited to your ParentPay account on a weekly basis and will need to be paid in advance.

## **Session Times**

***Breakfast Care:*** 7:45—8.45am

***Full day:*** 8.45am — 3.15pm

***Morning Session only:*** 8:45— 11:45

***Lunchtime Care:*** 11:40— 12:10pm

***Afternoon Session only:*** 12:15— 3:15pm

***After School Care:*** 3:15— 5:30pm

## **Wrap Around Care**

Breakfast and afterschool care takes place in the main school hall and is accessed via the hall double doors.



# Our Nursery Charges



Breakfast Care	
7:45 — 8.45am (includes breakfast)	£4.00

After School Care	
3:15 — 4:15pm	£3.00
3:15 — 5:30pm (includes snack)	£6.00

Nursery Extra Care	
1/2 Hour Lunch Care	£2.25
School Lunch	£2.50
Extra Session (am or pm)	£13.50
Hourly Charge	£4.50

## How do I pay for additional hours and school lunches?

Montalbo Nursery and Primary School is a cashless school and uses an electronic system called ParentPay. You can pay securely online for a range of items using a debit/credit card or via Pay Point. You will be provided with more information about setting up your ParentPay account once your child starts at Montalbo.

There is also the provision to use your employer's childcare voucher scheme. Enquire with your employer to ascertain if they offer this facility. Alternatively HM Government has a Tax – Free childcare scheme and more information can be found at [www.gov.uk/childcare-provider-tax-free-scheme](http://www.gov.uk/childcare-provider-tax-free-scheme).

Please inform the school office if you intend to use either of these two schemes.



## The Nursery School Day

Below is an outline of a typical day in Nursery Class:

8.45am - Nursery day begins, children are welcomed at the double doors by Nursery staff and supported to do their morning jobs.

- Choosing time in the provision.
- Adult led group time sessions followed by 'snack and chat' time.
- Choosing time in the provision, alongside adult led activities.
- Free flow inside and outside choosing time.
- Tidy up time, followed by story and song time.

11.40am - Lunch time in the main hall.

11.45am - Home time for morning session.

12.15pm - Afternoon session begins, children are welcomed at the double doors by Nursery staff and supported to do their jobs.

- Choosing time in the provision.
- Adult led group time sessions.
- Choosing time alongside adult led activities.
- Free flow inside and outside choosing time.
- Tidy up time, followed by 'snack and chat' time.
- Story and song time.

3.15pm - Home time, children are collected from the double doors.

*(This is a rough outline of our Nursery day, our sessions are adapted to suite the individual needs of children in the class, with time to access the sensory rooms, one to one interventions and small group sessions).*

# Drop off and Pick Up Arrangements



## **Drop Off**

At dropping off time please wait outside, near the double doors at the front of the Nursery classroom until a member of our team opens it to welcome your child in (morning session begins 8.45am and afternoon session begins at 12.15pm).

Once you have said goodbye at the door; staff will then support and encourage your child to put their folder in the basket, hang up their belongings, put their water bottle on the shelf and find their apple name card; we call these 'our morning jobs'.

## **Pick Up**

At collection time (morning session finishes at 11.45am and afternoon session finishes 3.15pm) please wait outside the double doors at the front of the Nursery classroom and a member of our team will send your child out to you with all of their belongings.

You will be given a document, whereby you can name trusted adults who are able to collect your child from Nursery. Please ensure that this is completed; the safety of our children is paramount, and the completion of this form is very important. If an adult not named on the document is coming to collect your child, please inform the school of their full name beforehand.

*\*Please note that the gates will be locked during Nursery/School hours and will be opened by staff just before drop off and pick-up times. If you arrive late or need to collect your child during our session times, please go to the school office.*





## How will we help your child settle in at Nursery?

We value our partnership with parents and carers and will work with you and your child to ensure that they have the best possible start to their Early Years journey.

We will tailor the induction process to suite your child's needs when they start Nursery class.

Included in your new starter pack will be a 'Help us get to know your child' booklet; please complete this in order for us to learn more about your child.

Please be assured that we will provide a caring and nurturing environment for your child, we will give them lots of reassurance, support and encouragement to help them feel safe, secure and happy in their new Nursery.

We will also ensure that your child has the opportunity to ask lots of questions and discuss any worries or concerns.

We also encourage parents and carers to speak to Nursery staff about any questions or queries that you may have.



## **Nursery Uniform**

Uniform in Nursery is optional; however, most children do choose to wear it. This can be ordered from Emblematic via their website: <https://studentuniform.co.uk/mon074/>

You do not have to purchase items with the school badge on.

### **Nursery uniform consists of:**

- Navy blue polo shirt
- Red sweatshirt or cardigan
- Red gingham summer dress
- Any practical leggings, trousers/joggers, shorts, skirts (*please note, skirts can be tricky in the early stages of toileting*).
- Shoes or trainers with simple buckles or velcro fastenings.

***All parts of uniform must be clearly labelled with your child's name!***

### **Please ensure that your child has:**

- A named bag with at least two full changes of clothes in.
- A named, filled water bottle, to be brought in daily.
- A pair of named wellies, to be kept at Nursery.
- A waterproof puddle suit or waterproof trousers, to be kept at Nursery.
- Their Nursery folder every time they come to Nursery; please ensure that you check and empty your child's folder daily (*you will receive this once your child starts Nursery*).
- Footwear that they are able to take off, put on and fasten independently, e.g. velcro and simple buckles are much easier than laces.
- Clothing and accessories suitable for the weather, e.g. a warm coat, a sun hat, sun cream etc...
- Nappies, pull ups, wipes and nappy bags if your child requires these.



**Please ensure that all items are clearly named!**



## Helping at Home

**You can help your child get ready to be an independent and happy learner by encouraging the following at home:**

- Supporting them to go to the toilet /potty and helping them to wash and dry their hands.
- Sharing a range of stories with your child.
- Singing a variety of songs and rhymes.
- Encouraging your child to say “please” and “thank you”.
- Supporting your child to wipe their nose if it is running.
- Encouraging your child to use a knife and fork.
- Encouraging your child to tidy away their toys when they have finished playing.
- Encouraging your child to put on and take off their own shoes and wellies.
- Supporting your child to have a good bedtime routine so they won't be tired at Nursery.

We love to hear about your child's 'Wow' moments from home and we will have wow slips available in class for you to fill in and share with us.





## **How will I know what my child is learning about?**

Information about our themes and learning will be displayed on the chalk board next to the double doors each week. We also provide information on the newsfeed section on our school app 'Weduc'. Please feel free to speak to a member of our Nursery team if you have any questions or queries. We also have a website with individual class pages which provides information about what we have been doing.

## **How do you communicate with parents and carers?**

- We have an app for your phone or tablet, 'Weduc' - more information and login details will be provided once your child starts Montalbo.
- Parents and carers can contact me via our Nursery class email address or through the messaging feature on the Weduc app.
- Our Head Teacher, Mr Minikin writes a weekly newsletter which can be viewed on the app.
- We have a school website.
- We hold parents' evenings in the Autumn and Spring term.
- We provide an end of year report in the Summer term.

# Play Based Learning

"Play is often talked about as if it were a relief from serious learning. But for children, play is serious learning."  
—Mr. Rogers

Play is the highest form of research

Albert Einstein

Children learn as they play.

Most importantly, in play children

learn how to learn.

~ O. Fred Donaldson

[handsonaswegrow.com](http://handsonaswegrow.com)

PLAY GIVES CHILDREN A CHANCE TO PRACTICE WHAT THEY ARE LEARNING.  
-MR. ROGERS

