

Welcome to the Early Years Foundation Stage



Information for Nursery Parents

2022-2023

Welcome to Hedworthfield Primary

Dear Parent or Carer,

Welcome to Hedworthfield Primary School. I am delighted that you have chosen us for the Nursery education of your child and am very much looking forward to working with you to support and care for your child as they learn and grow.

Hedworthfield is very proud to be one of two schools within the Mosaic Federation. This means that we are partnered with Valley View Primary School and are governed by one Governing Board. You may see the federation logo above on some documents. Although Hedworthfield is part of the federation, we maintain our own school identity, uniform and badge.

The information in this booklet is designed to give you a guide as you join our school. However, if you need to speak to us, we would be happy to chat with you and go through the process. We are planning for a normal return to school this year with a parent meeting and full transition visit for your child. We have also included a photo sheet of the staff to help prepare your child for starting in September. We look forward to welcoming you to Hedworthfield.

Yours sincerely

Mrs. G. Jeynes
Executive Headteacher
Mosaic Federation

General Information

School Address	Hedworthfield Primary School Linkway Hedworth Jarrow NE32 4QF
Telephone Number	0191 5373373
e-mail	info@hedworthfieldprimary.com
Executive Headteacher	Mrs. G. Jeynes
Head of School	Mrs E. Riches
Assistant Headteacher and SENCO	Mrs H. Richardson
School Business Manager	Mrs J. Crawford
Operations Coordinator	Mrs C Henderson
Chair of Mosaic Federation	Mr J. Watson
Vice Chair of Governors with responsibility for Hedworthfield	Mr M. Hamilton
School Administrator	Mrs S. Reid Mrs s Gathercole
Early Years Lead	Mrs C. Shepherd
Early Years Teaching Staff	Mrs C. Shepherd (Reception) Mrs Naylor (Nursery)
Early Years Support Staff	Mrs C Charlton (Nursery) Mrs V Chapman (Reception)

The Early Years Foundation Stage

The Early Years Foundation Stage (EYFS) begins when children under the age of 5 enter into childcare or education. At Hedworthfield Primary School, this is the time when your child is in the Nursery and Reception class.

At Hedworthfield Primary School, we adopt a consistent approach to curriculum delivery across all age phases; ensuring children can enjoy a play based curriculum from birth that is seamless and well embedded.



Your child will have a key worker and a key group. This member of staff will work closely with your child supporting their development and documenting your child's learning to ensure you are kept up to date with your child's progress.



Early Years Foundation Stage – The 7 areas of Learning and Development

Early Years Foundation Stage Curriculum

We are very proud to have a nursery and reception class. They work together across the Early Years to provide the best start for our youngest children.

There are seven areas of learning in the Early Years Curriculum. These are split up into two areas – Prime areas and Specific areas.

The Prime areas are fundamental, work together, and move through to support development in all other areas. The Specific areas include essential skills and knowledge for children to participate successfully in society.

	PRIME AREAS OF LEARNING
	Communication & Language
	Personal, Social & Emotional Development
	Physical Development

SPECIFIC AREAS OF LEARNING	
Literacy	
Mathematics	
Understanding the World	
Expressive Arts & Design	



A Day in the Life of Early Years Foundation Stage

In the Early Years Foundation Stage, your child will be supported in making progress towards ‘The Early Years Learning Goals’ (ELG’s). In order to make as much progress as possible, your child will take part in a combination of child led and adult led activities.

Our daily routine is designed with this in mind. Elements of our daily routine are set out below.



School Uniform

The uniform is as follows:

- school sweatshirt or cardigan with/without logo
- white polo shirt (with or without logo)
- grey trousers or skirt/pinafore
- red gingham dress (warmer weather)

- black shoes (all black trainers permitted)
- School coats/ school hooded jumper/bags and reading book bags are also available should you wish.



It is hoped that all children will be dressed in school uniform. Orders can be placed by contacting our school administrator. Items of uniform can also be purchased from www.jkschoolandworkwearjarrow.co.uk All other items of uniform are sold in supermarkets and high street stores.

It is essential that all clothing including footwear be labelled with your child's name. We can only help to find lost clothes if they are named.

If your child may have accidents or is still in nappies, please let us know when we contact you for the home visit. Please also send a change of clothes and any resources needed for your child.

Starting Nursery

Nursery children attend daily in the morning. Core times for nursery are as follows:

Session option	Session start times	Session finish times
Nursery AM	8.40am	11.40am

We can offer pm sessions and full time 30 hours if there is a demand. Please contact the school office to let us know if you would be interested.

Intake Programme

We operate a staggered intake.

Your child's actual visit, start date and time is in your pack.

Children will then be encouraged to attend full sessions, however if your child needs a shorter session time in order to help them settle in this can be accommodated where necessary.

Nursery Snack

Milk is provided for Nursery children **free of charge**; however, there is a charge for this for children in reception. Fruit is provided free for all children in Hedworthfield Early Years Foundation Stage however, we would most welcome any additional donations of fruit from Nursery parents.

Information Forms

Please ensure that you complete any information forms with all relevant details when requested and return them to a member of staff as soon as possible. **Please be sure that any existing forms already filled in at school have up to date information included, especially contact numbers and mobile phone numbers.**

Please inform us if your contact details change throughout the year. It is your responsibility to ensure your child's contact details are kept up to date.

Admission criteria to Reception Class

Applications open in September for admission to Reception class the following year. **In September, you will be issued with and asked to sign to confirm the receipt of your School Application Packs.** School will also display posters reminding parents of the deadline for applications.

PLEASE NOTE THAT ATTENDING HEDWORTHFIELD NURSERY DOES NOT GUARANTEE A SCHOOL PLACE.

In determining admissions where there are more applicants than places available, account will be taken of the following factors, listed in priority order, up to the published maximum of the school's capacity for the relevant year group:

- 1) 'Looked after children', meaning children accommodated by the Local Authority
- 2) Parental residence within the defined catchment of the school
- 3) Concurrent sibling link (brother or sister only attending the school, to include adoptive siblings, half-siblings, long term fostered children residing at the same address, and step-siblings)
- 4) Shortest distance from parental home residence to main school entrance *

*** The above distance measurement will also be used as a tie-breaker within each criterion, if necessary.**

Late applications will greatly reduce your chance of securing a place for your child in the school of your choice.

Where it is not possible for your child to be admitted to the school of your choice, you will be informed of the situation in the spring term preceding admission. Parents will then be informed of alternative schools and invited to express a second preference. The local authority is responsible for all admissions. You have the right to appeal through the local authority.

Policies and School Expectations

Access to Nursery is as follows:

Nursery children will arrive and leave through the Nursery door. **For security reasons, gates to the nursery entrance are locked each morning at 9.00 am. If you arrive later than 9.00am, please go to the main office via the school car park.**

Staff are not permitted to let children leave with adults that are unknown to them. It is essential that you let us know if anyone other than parents/carers will be collecting your child well before the end of the session. It is school policy that children cannot be collected from Hedworthfield Primary School by any persons under the age of sixteen.



Medication:

Medicines can only be administered in an emergency or if your child requires regular medication e.g. inhalers. If your child requires medicine to be administered, there are separate forms to be filled in. If this is the case, please let a member of staff know. *Please note that we are **not** able to administer medication that contains penicillin.*

Please keep your child at home if they are suffering from sickness and diarrhoea. Too many children return to school too soon after an episode of illness; this simply spreads infection to others.

Jewellery:

Due to the children engaging in physical activity every day, it is expected that **no jewellery** (bracelets, necklaces, earrings, watches etc.) are worn while the children are in school.

Head Lice

From time to time children pick up head lice. These creatures are not fussy and are as likely to be found on clean hair as on dirty hair. If your child has these, please inform the school and we will give you details of the current treatment. Please ensure your child **does not** come into school if they are infected with head lice.

Attendance

The more time your child spends in school; the more progress they make. When children are absent, they miss vital learning opportunities.

We also monitor attendance closely. Where a child's attendance begins to fall we will write to you. Significant absence will lead to a visit by the Attendance Monitoring Team

The school policy is not to authorise holidays during term time.

Parental Support:

We feel that effective partnership in school is key to children achieving their full potential.

In order to fully support parents, we encourage you to speak to your child's class teacher regarding any concerns. Alternatively, you can contact the school office to arrange an appointment to speak to a member of the School Management Team.

Support can be provided for all aspects of family and school life including:

- Managing your child's behaviour
- Routines
- Supporting when children are unhappy in school or at home
- Bereavement
- Special educational needs
- Access to other services

- Parent confidence
- Attachment and parent and pupil bond
- Debt
- Housing
- Alcohol and drug use
- Domestic violence

Home School agreement

At Hedworthfield, all parents, staff and children must adhere to a home school agreement.

It is the responsibility of school to:

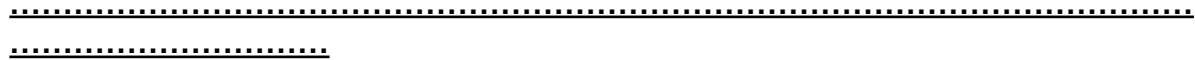
- Provide a high quality, broad and balanced curriculum.
- Communicate regularly with parents about their child's progress and experience in school.
- Provide regular and appropriate homework and guidance as to how parents can support children with their homework.
- Implement a discipline and anti-bullying policy to ensure that all children are happy and safe when coming to school.
- Implement a health and safety policy to ensure children are safe when on the school premises.
- Communicate regularly and respectfully with all stakeholders to ensure we are always striving towards outstanding provision.
- Provide support and advice to parents in order to achieve greater outcomes for their children.
- Liaise with outside agencies to secure the best outcomes for children.
- Listen to parents concerns and feedback and respond appropriately in line with school policies.

It is the responsibility of parents to:

- Ensure children are present in school regularly, on time and prepared for the school day by wearing appropriate uniform and equipment (e.g. reading book, PE kit. etc.)
- Work with school to ensure appropriate behaviour, manners and conduct from our children.
- Support the school's behaviour policy and support the action taken by the school to implement this policy
- Attend parents' evenings and other meetings when requested at a convenient time.
- Contact and communicate with school regularly with feedback, concerns and queries.
- Ensure children complete homework tasks regularly.
- Listen to your child read regularly.
- Set a positive example of behaviour and attitudes in school by:
 - Dressing appropriately when on school grounds
 - Speaking to parents, staff and children with respect
 - Not using swear words or intimidating language or behaviours on or around school grounds
 - Promoting school positively with your child
 - Upholding behaviour which is acceptable on school grounds.

It is the responsibility of the child to:

- Abide by the school rules and be **responsible** for their own behaviour and achievement
- Take care of and show respect for their peers.
- Use exemplary manners in school.
- Always try their very best demonstrating **resilience** and **engage** in learning opportunities
- Complete homework tasks.
- Have **respect** for others and school property
- Speak to adults in school when they have a problem or need help
- Try their best and **engage** in school life and learning
- Be **responsible** for their own behaviour and choices



We are very excited to welcome you and your child into our school community. We hope this information has been useful. If you require any support or have any questions please do not hesitate to contact the school office on 0191 5373373 or email info@hedworthfieldprimary.com