



**Directorate for Children and Young People
Rosegrove Nursery School
Havelock Street
Burnley
BB12 6JF**

Telephone: 01282 436928

E-mail: head@rosegrove-nur.lancs.sch.uk

**Information for Parents
September 2018**

The information in this booklet is to help you know more about our Nursery. It relates to the School Year and is correct at the time of going to print. Please ring the school if there is any further information you require.

Rosegrove Nursery School is a Lancashire County Council school. The school can offer 140 places, (70 in the morning session and 70 in the afternoon session) for children aged from two to four years of age.

Morning session 8.30a.m. to 11.30a.m.

Afternoon session 12.30p.m. to 3.30p.m.

OFSTED COMMENT - June 2018

*"There is no change to the school's current overall effectiveness grade of outstanding"
"Children continue to achieve well during their time at Nursery School because of the skilful help from teachers and teaching assistants."*

Our School

The staff and I would like to welcome you and your child to Rosegrove Nursery School. We are pleased that you have chosen for your child to join our Nursery School and are very much looking forward to working with you and your family. We aim to work in partnership with yourselves to ensure your child is happy and successful. Your child will be allocated a Key Person who, alongside the Nursery Teachers will oversee their development and Learning Journey.

"Since the previous inspection, the school has expanded to include provision for two year olds. Staff are caring. Their effective assistance gives the youngest children an important boost to their learning." Ofsted June 2018

We recognise that parents are all children's primary educators and it is our aim to work in partnership with you. Each term, you will be invited into Nursery to celebrate your child's achievements and to assist staff in the assessment process. There will also be many opportunities throughout the school year for you to join in with open days and special events. Details of all events will be sent home on our monthly Newsletter, through text messages, and posted on Facebook and our website.



The Rosegrove Nursery School Community has worked together to develop our 'Image of the Child'. These are our aims for all children to achieve in the setting.

Unique—For all our children to be treated as an individual with different learning styles and personalities which are recognised and respected by all the Nursery community.

Safe—For all our children to be free from harm or risk and know strategies to keep themselves and others safe.

Problem Solver—For all children to explore, investigate and question their world. For them to develop the skills to learn new ways to do things, think of their own ideas, predict, test and review their learning.

Resilient—When faced with a challenge children are motivated to achieve their end goal and learn to cope with any difficulties they encounter.

Expressive—For all our children to develop the skills, confidence and understanding to be able to express their thoughts, imagination, needs and feelings in their own unique way.

Sociable—For all our children to enjoy spending time with others.

The Staff

Headteacher and acting SENCO	Sarah Jones
Teacher in Charge and SENCO	Jane Yates (maternity leave)
Teacher	Jenny Metcalfe (maternity leave)
Acting Teacher in Charge	Helen Bentley
Teacher	Kerry Coombes
Higher Level Teaching Assistant	Emily Stell
Teaching Assistant	Jane Wilson
Teaching Assistant	Jessica Nerney
Teaching Assistant	Leah Darcy
Teaching Assistant	Samantha Watson
Teaching Assistant	Natalie Edwards
Teaching Assistant	Zoe Johnson
Teaching Assistant	Mary Reid
Teaching Assistant	Amy Fairfield
Pupil and Family Support Worker	Kelly Barnes
School Business Support Officer	Kate Whittaker

Rosegrove Nursery School is part of the Federation of Rosegrove Nursery and Infant Schools

Federated Governing Body

Chair	Mr Stuart Hoyle
Vice Chair	Mr Ryan Bradley
Governors:	Mrs S Jones, Mrs S Brammer, Mrs I Roche, Mrs Routh, Ms Johnson, Miss Watson, Mrs McConville, Mrs Renshaw, Mr. Fletcher, Mrs Dobie, Mrs Longley



Accessibility

The Governors and staff are committed to the ethos of inclusion and do not discriminate.

Child Protection Procedures

Because of the day-to-day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware, therefore, that the school has a Child Protection Policy and where it appears to a member of the school staff that a child may have been abused, the school is required, as part of the local Child Protection Procedure, to report their concern to Lancashire Children's Safeguarding Board. Our Child Protection Policy is available on our website.

Policy on care and control of pupils

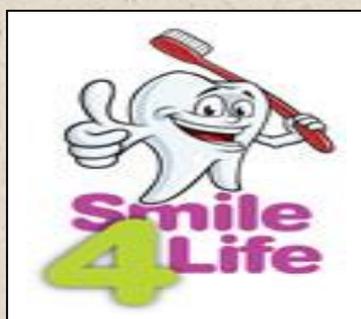
The Nursery has a behaviour policy which is reviewed annually. If staff become aware of, or have a need to become involved in, situations where a child may be at risk of hurting themselves or others, or if the behaviour of a child seriously disrupts good order in the school or causes damage to property, staff may need to take steps to intervene physically. In such circumstances staff will follow the school's policy for dealing with such situations. Any parent wishing to view this policy may do so on our website.

Medication in School

Parents are responsible for the administration of medicine to their children. The school may consider accepting the responsibility for the administration of medication in school only in **certain** circumstances such as for chronic illness or allergy (such as diabetes, epilepsy or asthma.) Please see the Head teacher if your child needs to take medicine for a long term illness during school hours.

Smile 4 Life

We are a Smile 4 Life Nursery. If you require any information regarding caring for your child's teeth please speak to Jane Yates.



Uniform

Nursery can be a very messy place! Although aprons are worn, unfortunately clothes do sometimes get dirty or stained. School uniform is not compulsory but is available to buy. Details of how to purchase our uniform are enclosed in our induction pack. We ask that all children have a pair of wellington boots which can be kept at Nursery. You will also be required to buy a book bag for your child from the school office.

The wearing of earrings is discouraged for safety reasons.

Absences

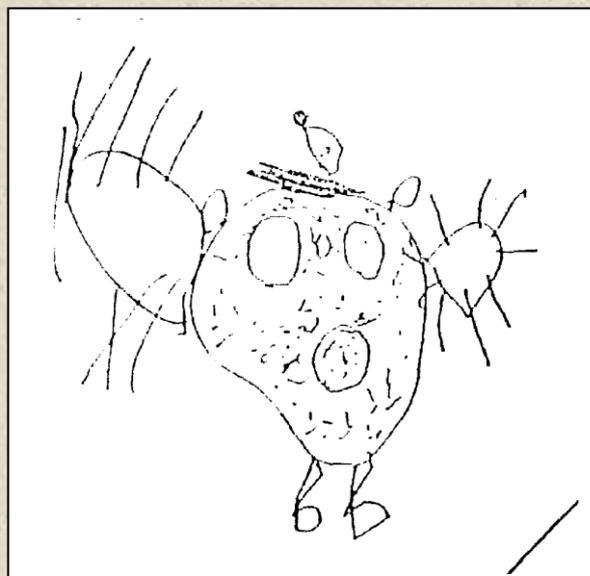
Full attendance at Nursery School is essential for your child to make the best possible progress. The school will support you to help your child maintain good attendance and rewards are used to celebrate attendance over 95%.

If your child is unwell, please do not send him/her to school. If your child is away from school, please telephone us on 01282 436928 to let us know.

If your child becomes unwell while in school or has an accident, arrangements will be made for you or another delegated person to collect your child from school. We need a telephone number to be able to contact you in case of emergency. Please keep the school up to date with your home telephone number, emergency telephone number and any change of address. If parents are not available when a child becomes unwell or injured, then medical advice will be sought and in very exceptional circumstances they will be taken to hospital.

If your child has diarrhoea and/or vomiting it should be regarded as potentially infectious and should not return to school until he/she is completely recovered, usually 48 hours after the last symptom.

Oh no! Not chicken pox!



Curriculum

The curriculum at Rosegrove Nursery School is planned according to the requirements of the Early Years' Foundation Stage which caters for the interests of each child. Children learn best when they are enjoying themselves and when they feel safe and valued. Each child has their own Key Person who oversees their personal and social development. In addition to this qualified teachers ensure that all pupils achieve their potential through developing a personalised curriculum based on children's interests.

The Early Years Foundation Stage is taught in Prime and Specific Areas. Personal, Social and Emotional Development, Physical Development, Communication and Language underpin all other learning. The majority of our teaching focuses on these **Prime Areas** of learning. As children develop their confidence, skills, knowledge and understanding Key Persons and Teachers plan activities which develop children's Literacy, Mathematics, Understanding of the World and Expressive Arts and Design (**Specific Areas**)

"In 2017, the overall picture of children's achievement remained as strong as it did at the time of the previous inspection."

"Children continue to achieve well during their time at Nursery School because of the skilful help from teachers and teaching assistants. Children make strong progress, including in their speaking and personal skills. Parents recognise the big steps forward that their children make." Ofsted June 2018

Further information on our curriculum is available on our website and information of how you can support your child's learning at home is regularly sent home on our 'Let's Work Together' activity sheets or posted on our Facebook site.



Insurance Arrangements

The County Council's Insurance arrangements are fully in place in the Nursery School. Please ask if you require further information.

Arrival and Collection from Nursery

1. If you come to school by car PLEASE DO NOT PARK YOUR CAR on the ZIG-ZAG YELLOW LINES OUTSIDE THE SCHOOL. This causes a hazard for parents and children entering or leaving the school and it is a traffic offence. Please do not park on the staff car park.
2. The gate to Lockyer Avenue remains closed at all times. Please use the main gate and pedestrian entrance when arriving at and collecting from Nursery.
3. PLEASE CLOSE ALL DOORS each time you enter or leave the building.
4. When arriving at Nursery please be prepared to stay for a short time until your child is settled. Key Workers will also be available at this time if you would like to pass on messages or information.
5. Staff will only 'hand over' children to a familiar adult or responsible person over the age of 16. Please let nursery know if who will be collecting your child.



General Information

1 In order to provide the children with a snack, presents at Christmas and Easter, magicians, treats etc. which are not normally provided by the Education Authority, we have a 'School Fund' of £10.00 per term. This is collected by the School office by 'Parent Pay' at the start of each term.

2 There is no charge for milk. If your child cannot drink milk for medical or other reasons water will be provided. Rosegrove Nursery School operates a healthy eating policy and has achieved the 'Smile 4 life' accreditation. This means that children are offered milk or water to drink, (no juice or cordial or fizzy drinks), and healthy options for meal times. We also ask that parents who provide their children with a packed lunch also follow the Smile 4 life guidelines. If your child suffers from any food allergies please inform a member of staff to ensure that your child is given appropriate snacks.

3 We encourage children to work with paint, clay, pastry, glue etc. and although we make every effort to protect clothing, it is better to send your child to school in clothes/uniform in which he/she can play.

4 Please ensure that coats and wellingtons etc. are clearly marked with your child's name.

5 Each child has a library book and activities to take home. Parents can change children's library books at the start and end of each Nursery session.

6 Please check the notice board on the nursery driveway regularly.

7 Our school website and Facebook page is regularly updated with events and information.

www.rosegrove-nur.lancs.sch.uk Facebook/rosegrove nursery

Text messages are also used as a method of communication. Please ensure that you inform Nursery of any changes to your contact details.

Family Support

Our Pupil and Family Support Worker is available every day to offer support and advice. We also work closely with local Children's Centres, Social Care, The Special Education Needs and Disabilities Teams and Health Services to ensure that you and your family are supported at all times.

Transfer to Primary School

Children move from the Nursery to Primary school at the beginning of the school year in which they become five. The Nursery School will support you with the admissions process during the Autumn Term.

The Nursery works closely with local Primary schools to ensure a smooth transition for the children with visits, shared events and opportunities for the children to meet their new teachers.

Extended Services

The Nursery provides full day care from 7.30am - 5.30pm (Monday to Friday). We run breakfast, lunch and afterschool clubs which can be added to either two year or universal three year education hours. The Nursery also provides 30 hour places for eligible 3 year old children and parents are able to play for Nursery places. Please ask if you require any further information.

All Nursery fees are collected through 'Parent Pay'. The school will not accept cash or payments by cheque.

Complaints

If you have any problems or queries please do not hesitate to discuss them with a member of staff. In the unlikely event that a parental concern/issue has not been satisfactorily resolved by the Head teacher, a formal complaints procedure is available upon request. Any written complaint received will be dealt with promptly and parents will be informed by letter of the outcome.

The staff and I are very much looking forward to working with you and your child, if you require any further information please do not hesitate to ask.

*Sarah Jones
Head teacher*

