



**Little Discoverers  
Nursery, offering high  
quality childcare within a  
safe, caring and friendly  
learning environment.**

# Little Discoverers

Parent Induction Pack

Nursery Manager: Mrs Nabeela Bhajji

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## **Parents as Partners**

Parents are children's first and most enduring educators and have a huge influence on their development. Supporting parents to play an active role in their children's learning can make a valuable and lasting difference to children's lives and outcomes. We are extremely passionate with regards to building effective partnerships with our parents at Little Discoverers.

We want your voice to be heard and through feedback received, we will always look to introduce new initiatives, listen to your viewpoints and adapt accordingly, whilst maintaining your child's best interest at heart.

## **Facilities**

Our nursery unit is situated over three separate indoor rooms with play and learning areas scattered throughout which will enable both planned and freeflow learning. We have a fabulous outdoor provision area of learning too. The learning environment will consist of quality resources and outstanding teaching to ensure our children develop and thrive at all times.

## **How you can help your child to settle in quickly?**

At Little Discoverers, we feel it is of paramount importance to build effective relationships with parents as you are the children's first and most enduring educators. When parents and practitioners collaboratively work together, it will result with a positive impact on your child's development both academically and spiritually. Your contribution in terms of attending termly reviews and organised workshops will be appreciated.

Below are certain skills which we consider to be vitally important to help your child to have a positive start at our Nursery:

- Recognising their own name/ photos (trays, pegs etc.)
- Using the toilet unaided
- Dressing themselves with minimal support
- Recognise and put on their own coat and take personal belongings
- Speaking using short sentences
- Recognise primary colours
- Count up to 10
- Taking turns and sharing
- Caring for each other

Other ways in which you can help to mirror our environment at home and help us with the learning are outlined as follows:

- Positive praise
- Setting clear boundaries
- 10-12 hours' sleep
- Encourage writing, cutting and sticking
- Reading
- Outdoor play in all weathers
- Promote healthy eating and snacks

## **Learning Journal**

Each child will be provided with their own learning journals in which a personal record of achievements will be kept. In the journals, examples of your child's work, images and records of observations will be stored. You will be able to view your child's learning journals during the review meetings. We will also be using the journals to indicate areas of development and ensure planning is tailored to the needs of your child. Parents are requested to bring in any images of work from home to add in to the journal.

## **Assessments**

At EYFS, assessment is always ongoing until the end of reception. The EYFS Development Matters comprises into four age groups: 16-26 months, 22-36 months, 30-50 months and 40-60 months. Each age band consists of statements relating to children's development. Practitioners within Little Discoverers will use these statements for the OAP (observation, assessment and planning) approach.

Each area of the EYFS curriculum has an Early Learning Goal, which is the standard that a child is expected to achieve by the end of their reception year in order to meet the standards for their age. The Early Learning Goals cover all of the 7 areas of learning as specified in the EYFS Curriculum.

Each Early Learning Goal will be graded using the following:

*Emerging* – working towards the expected level

*Expected* – working at the expected level

*Exceeding* – working at greater depth

### **Parental Reviews**

As mentioned previously, we will invite you to attend a meeting with your child's key worker, usually once a term. During the review, your child's progress will be discussed. The key worker will regularly analyse the wealth of information we gather about your child and identify learning areas where your child could benefit from receiving additional support in order to maximise their potential and achieve their Early Learning Goals.

### **School Uniform**

At Little Discoverers, we will pride ourselves in our exclusive uniform. We encourage parents to dress their child smartly and share high expectations of appearance. Please ensure your child's uniform is clearly labelled and all items are smart, clean and tidy.

All the information regarding uniform style and prices is available to collect from the main office.

### **Healthy Snacks**

Children will be provided with a healthy, nutritious snack every day – this will be available for the children free of charge. We would like to humbly request parents for a voluntary contribution of £1 per week towards this.

Furthermore, your child will be provided 1/3 pint (189ml) of milk daily for free.

### **Home Time**

Please collect your child from the Nursery door at the following times:

Session 1 – 11:15am

Session 2 – 3:00pm

It's vitally important that parents adhere towards this in order to ensure smooth operations. Please note that if your child isn't collected by 11:25am for session 1 and 3:10pm for session 2, parents will have to pay a £5 fine and this will go towards the children's nursery funds.

### **Attendance and Absence**

It is an inevitable fact that children are more likely to succeed in their academic life when they attend school consistently; this begins at Nursery. When parents make attendance a priority, it will result in your child developing healthy life habits. Please ensure your child attends Nursery regularly with punctuality. If your child is ill or is unable to attend Nursery, please inform the Nursery number as soon as possible via text. If your child will be absent or has to leave due to a prior appointment, please ensure you inform the nursery well in advance providing evidence. However, we humbly request parents to arrange appointments outside of your child's Nursery time in order to limit disruption towards the teaching and learning.

### **Medical Needs**

Parents should provide the nursery with up-to-date information regarding their child's specific medical needs. For example, if your child has an EHCP or any other medical requirements, key workers will be informed prior to your child enrolling at the Nursery.

## Pupil Behaviour

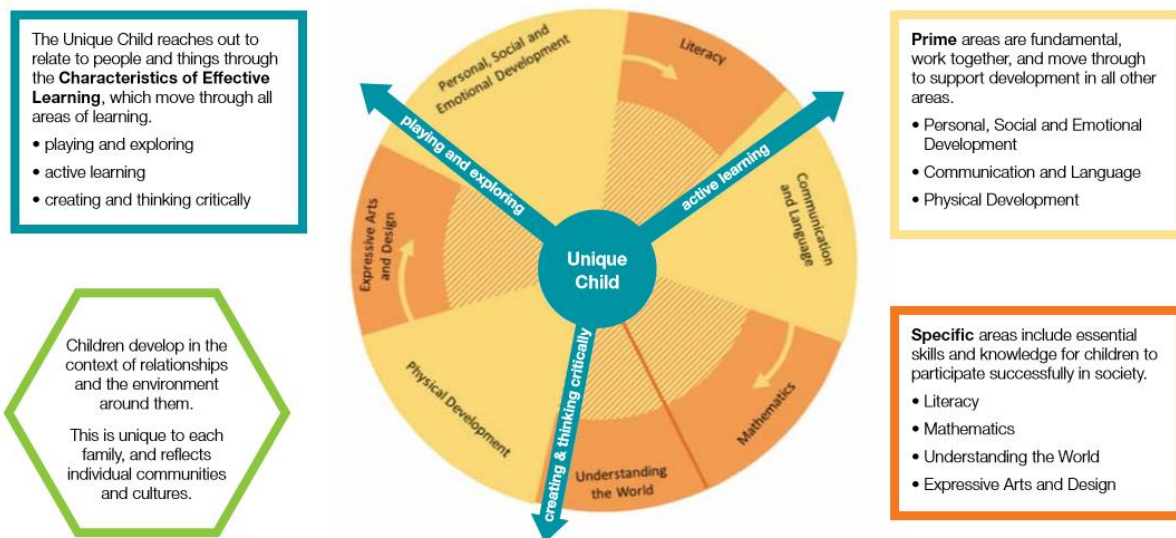
We will reward children's behaviour through providing them incentives such as experiential learning experiences, stickers, certificates etc.

## Characteristics of Effective Learning

The ways in which your child engages with other people and their environment – playing and exploring, active learning, and creating and thinking critically – underpin learning and development across all areas and support your child to remain an effective and motivated learner.

The prime areas begin to develop quickly in response to relationships and experiences, and run through and support learning in all other areas. The prime areas continue to be fundamental throughout the EYFS.

The specific areas include essential skills and knowledge. They grow out of the prime areas and provide important contexts for learning.



## Playing and Exploring – Engagement

Finding out and exploring  
Playing with what they know  
Being 'willing' to have a go

## Active Learning – Motivation

Being involved and concentrating  
Keeping trying  
Enjoying achievements what they set out to do

## Creating and Thinking Critically –Intellectual

Having their own ideas  
Making links  
Choosing the way to do things

## **Privacy Note**

Safeguarding our children is of paramount importance; part of this is ensuring your child's data is kept in confidentiality at all times.

A new data privacy law was introduced to the UK at the end of May 2018 and we have created our confidentiality policy based on this and to inform you on how we use and protect your information.

All the information we collect from parents in your child is necessary to meet our legal requirements as an Early Years provider, Ofsted, local authority and EYFS.

The information we hold include:

- Personal information (such as name, date of birth and address)
- Characteristics (such as ethnicity, language, nationality, country of birth and funding eligibility) for children
- Attendance information (such as sessions attended, number of absences and absence reasons) for children
- Relevant Medical information for children
- Assessment/SEN information for children
- Bank details for adults
- Proof of residence for adults
- Birth certificates for funding for children
- Details of any accidents / incidents / existing injuries
- Relevant documentation for child protection and safeguarding concerns
- Funding information and details

We will share information with:

- Department for Education (DfE)
- Schools that the children attend after leaving us
- Our local authority
- Ofsted
- Health Visitors
- Social Workers
- Inclusion teams, SEN panels, funding etc.
- Local Children's safeguarding boards / LADO
- Other providers that children attend
- Multi agency professionals working with individual children
- Area SENCO's

Whilst the majority of children's information provided to us is mandatory, some of it will be provided to us on a voluntary basis. In order to comply with the General Data Protection Regulation, we will inform you whether you are required to provide specific information or whether you have a personal choice in this.

We will not share information about children without consent unless we are lawfully obliged to as part of a process/investigation.

## **Home School Agreement**

To support the growth of every child at Little Discoverers, parents will:

- Support our uniform and attendance policy
- Support all school policies
- Contribute towards the learning journals
- Support all staff in their efforts to create a warm learning environment

## **How do I apply for free early education for my two year old?**

Log onto: <https://enrol.blackburn.gov.uk/website>

If you need help with the online application process or want to discuss your child's eligibility contact the families' information service:

Email: [fis@blackburn.gov.uk](mailto:fis@blackburn.gov.uk) or drop in to your nearest children's centre.

Alternatively please call: (01254) 667877

You will be advised via email if funding for your child has been approved.

If your child is eligible, you will receive an approvals letter and this will be brought to the Nursery manager.

Please note: the completion of an online application does not guarantee a place.

### **3 & 4 Year Olds**

#### **Free early education for all three and four year old children**

All three and four year old children can access up to a maximum of 570 hours of free early education a year.

From September 2017, some children may also qualify for up to 30 hours of free early education per week (equivalent to 1140 hours a year) see page 5.

#### **How do I apply for my three and four year old child's free early education?**

Contact or visit the nursery manager and ask for their admissions guidance and application form. This can be accessed through the website: [www.littlediscoverers.org](http://www.littlediscoverers.org)

Once interest is shown via the online application form, please visit **www.blackburn.gov.uk**, go to the 'Children' section and look under 'Free early education' and download a copy of the application for three and four year olds.

Complete the application and return it direct to the Nursery manager.

The table below shows when your child can begin their free early education:

### **The dates for deciding when your child can start free early education are:**

#### *2 Year olds:*

<i>My child's birthday falls between:</i>	<i>When can my child start?</i>
January 1st to March 31st	In April, after their second birthday
April 1st to August 31st	In September, after their second birthday
September 1st to December 31st	In January after their second birthday

#### *3 & 4 Year olds:*

<i>My child's birthday falls between:</i>	<i>When can my child start?</i>
January 1st to March 31st	In April, after their third birthday
April 1st to August 31st	In September, after their third birthday
September 1st to December 31st	In January after their third birthday

### **Early Years Pupil Premium (EYPP)**

Little Discoverers is able to claim extra funding through the Early Years Pupil Premium (EYPP) to support your child's development, learning and care.

The extra funding can be used in a variety of ways to support their individual learning, through the early year's education that is provided for your child.

If you feel that your child meets the criteria for this funding then please speak to the nursery manager.

