



Little Stars Prospectus 2023-2024



Phone: 0115 953 16 06
Email: littlestars@westdale-inf.notts.sch.uk

CO-HEADTEACHERS: Mrs E Estell & Mrs R Lewis

Digby Avenue, Westdale Lane, Mapperley, Nottingham

Contents

Welcome

Our Big Stars

Aims & Objectives

Why Nursery?

What you Need to Know

Starting Times

Registration

Milk & Fruit

Suitable Clothing

Collection

Admissions

Issues & Questions

Settling in

Funded Nursery Places

Sick Children

Special Educational Needs

Planning and Assessment

Super Stars

Early Years Foundation Stage

A Typical Morning

Allergies and Dietary Requirements

Equality

Behaviour Management

Further Information

Learning Super Powers



Co-Headteachers Welcome



On behalf of the Staff and Governors, we would like to warmly welcome you into our school community. I hope your child's time with us will be happy and rewarding. Our school is a welcoming family where everyone is nurtured and all achievements big and small are celebrated together. We are so excited about our new venture and the opportunity to work with more families and welcome more children.

We strongly believe that the Early Years Foundation Stage is the building blocks to children's academic, social and emotional education. We want our new nursery class to extend our highly respected schools offer, to inspire and nurture children at the beginning of their school journey.

We can't wait to meet you all, welcome to the Westdale family.

Emma Estell and Rebecca Lewis



Our Big Stars

We hope this prospectus gives you a flavour of our ethos and beliefs that underpin our Early Years Provision here at Westdale Infants. We believe that every child is unique, they develop at their own pace in the different areas of learning. Our role is to excite their enthusiasm, passion and curiosity, extend their interests, stretch their learning and challenge their development. We put nurture, wellbeing and kindness at the core of our curriculum. We want children to learn how to be confident communicators, kind friends, responsible and resilient and have a lifelong love of learning. We enable this by scaffolding the children's play, questioning and promoting good interactions and relationships with each other.

Below is our Little Stars team:



Karen Waplington
Little Stars Class
Teacher



Sarah Grimwade
Class Teacher



Sarah Burgin
Wraparound Supervisor
Paediatric First Aid
trained



Tina Potter
Class Teacher
Paediatric First Aid
trained



Julia Crowder
Teaching Assistant



Clarissa Thompson
Teaching Assistant

Aims & Objectives



Why nursery?

Above all, Nursery is FUN! Every day there are fun things to do, new things to learn, exploring to be done and best of all, friends to share it with. Attending a pre-school setting provides your child with an important introduction into the social world of interaction, sharing, talking with others and learning to play co-operatively. This is supported by the sensitive and nurturing input of the staff, who take time to listen to and talk with each child.

Your child will have many exciting experiences which are designed to support and extend their growing curiosity. They will be able to take part in activities which are planned to develop a wide range of skills and to foster a love of learning. In the Nursery, we place a great emphasis on the children's developing creativity and sense of imagination.

Young children are natural adventurers and enjoy finding out about the world they live in. In the Nursery, the children are actively encouraged to explore their environment. We go outside every day and in most weathers whether we are flying kites, role playing on the wheeled toys or making dens.

*To provide a happy, relaxed and safe environment for children of any culture and ability to learn through play and structured activities.

* Children are encouraged by example, we teach to care for and respect not only themselves, but also others and their environment.

* We aim to increase their personal confidence, resilience and self-esteem. We actively promote and model positive behavior and celebrate good choices.

*We aim to develop the concentration, communication and listening skills of the children, to broaden their range of experiences and to deepen their levels of understanding and vocabulary.

*We aim to develop their physical abilities, enjoying opportunities where they can run, jump, roll, balance and dance as well as develop their fine skills.

*We actively promote creativity and imaginative play, it's how we learn, rehearse and make sense of our world.

*We actively promote healthy eating and a healthy lifestyle

*We actively promote independence in the setting including personal care and hygiene.

*The Nursery aims to provide a service to the local community and families.

*We encourage the children to feel part of their community by having visitors, and by occasionally taking part in visits to local facilities and places of interest in the area.

*We highly value our working partnership with parents and careers, as we recognize this as being of major value and importance in a child's education.

*We encourage each individual child to progress through the Development Matters of the Early Years Foundation Stage Curriculum, as set out by the DfE.

*To meet the requirements of these we plan extensively following the children's interests and progression. We record each child's progress through observation which enables us to provide more closely for the needs of each child. We support every child in their development, allowing them to progress at their own rate whilst offering plenty of encouragement, investigation, teaching moments, praise and opportunity. Activities are child led so sometimes plans change, staff are flexible to the needs and development of our children.



*Our aim is to inspire curiosity, make learning enticing and fun, develop that awe and wonder with our world and inspire creativity.

*We actively promote a smooth transition into school by offering joint activities and experiences each term.

Getting Started...

Starting Times:

The nursery is open Monday to Friday 8.45am- 3.15pm. We have a flexible and extended offer of sessions. We also provide a lunch club with the opportunity to have a hot school dinner (for a small cost). Term times correspond with those of Westdale Infant School, including closures for school in-service training days. In order to protect our lovely home clothes, we advise wearing out Little Stars Nursery Uniform, this links in with our school uniform. Red jumpers can be purchased at Just-School Wear with our Little Stars logo on. We would recommend black jogging bottoms or black leggings with a red t-shirt. Please note uniform is optional, if you would prefer your child to come in their own clothing that is fine, just nothing too precious please.

Registration:

Children are warmly welcomed to nursery by a member of our team. They are supported and encouraged to hand up their coat independently and explore activities in nursery. The Nursery session begins at 8.45am. Please try to maintain prompt timekeeping as a late arrival may result in your child missing an activity. It can also be distressing for a child to arrive or to be picked up at a later time than the rest of the children. Please report any absence to our office and also let us know if you will be late collecting your child. The telephone number is **0115 9531606**.

Milk & Fruit:

In order to promote a healthy lifestyle and to help the children towards eating their five portions of fruit or vegetables each day we have snack times during the day. During snack time the children are offered: a choice of milk or water to drink and a selection of fruit. Although the children have a snack during the session research has shown that children can concentrate for longer if they are well hydrated. Therefore, we ask you to bring a named water bottle for your child to access throughout the session.

Suitable Clothing:

Suitable clothing should be worn, we like to explore and get messy! Please supply your child with the following, all labelled with your child's name in a small, washable labelled bag:

- A warm coat or raincoat, to be kept on their peg
- Wellies when it rains
- A Sun hat
- A Water bottle
- A change or two of clothing

In order to protect our lovely home clothes, we **advise** wearing out Little Stars Nursery Uniform, this links in with our school uniform. Red jumpers can be purchased at *Just-School Wear* with our Little Stars logo on. We would recommend black jogging bottoms or black leggings with a red t-shirt. Please note uniform is optional, if you would prefer your child to come in their own clothing that is fine, just nothing too precious please.

Collection:

To ensure the safety of your child, please notify the Nursery Staff if someone else will be collecting your child at the end of the session. We run a password system for added security and within the enrolment pack you can write a list of the adults who are authorised to collect your child.

Admissions:

We are registered to take up to 39 children per session. Children may join the Nursery the term after their 3rd birthday. We have an Admissions Policy which details the allocation and timings regarding nursery places.

<https://primarysite-prod-sorted.s3.amazonaws.com/westdale/UploadedDocument/6b90376f13cb4d48ba956632bbd88c44/little-stars-admission-policy-2020-v1.pdf>

To apply for a nursery place, please visit our school website and follow the link under our Little Stars Nursery page in order to download the application form.

<https://www.westdaleinfants.com/nursery-application-pack/>

Issues or Questions:

Please don't hesitate to speak to a member of staff if you are unsure about anything or have any issues relating to your child that you would like to discuss with them. If you have any comments on our provision or can suggest any improvements, please let us know; our aim is for both you and your child to enjoy your time with us to feel happy, safe and settled.

Settling In:

It is vitally important that your child feels comfortable, safe and secure in Nursery. To enable this when your child starts with us, we plan in some stay and play sessions for you and your child. You can then get to know the staff, and the environment with your child. If you feel that your child needs further support with settling, we can discuss further settling plans. Some children settle more quickly with a parent or carer present and some when they are absent. Each child is different, and so each settling in arrangement is tailored to the needs of each individual child. Please feel free to discuss such arrangements with the Nursery Teachers along with any concerns or questions you may have. Appointments can be made if more time is needed. Staff are also available for discussion before and after each session, at parent meetings, or at other times by arrangement.

Funded Nursery Places:

Your child will qualify for the Nursery Grant from the term after their third birthday. This entitles each child to 15 hours per week. You do not have to do anything to qualify – Nursery staff will ask you to sign a form and the grant is then paid directly to the Nursery. If you choose to do more than the 15 hours entitlement and are not eligible for 30 hours you will be invoiced termly for the additional cost. If you work more than 16 hours a week, you can apply for 30 hours Nursery Grant. This can be done by going to the following website and following the links.

Please check www.childcarechoices.co.uk for further information.

Sick Children:

Please remember that children should not be brought into nursery if they are feeling unwell, or are suffering from a virus or infection of any kind. This not only prevents the spread of infection to other children and staff, but also enables them to recover more quickly. If your child arrives at nursery and it is apparent they are unwell, you may be asked to take them home again.

If your child becomes unwell during their nursery session, staff will contact you and ask that you collect them. It is in your child's interests that they remain at home in the peace, quiet and warm when they are unwell. There is a 48-hour exclusion period after a sickness bug.

Special Educational Needs:

We welcome all children at our school and will work closely with you to ensure that your child's time at the Nursery is as fulfilling and beneficial as possible. Our provision in this area includes all children who have particular needs which require special attention, either for a short period of time or on a more permanent basis. This can include, for example, an unexpected change in behaviour, a gifted child, a quiet child who is not involving themselves in our activities, or a child with a physical disability. Observation of a child enables us to identify areas which we need to focus on. We will keep you informed at every stage when we have a concern of any kind. We have a Special Educational Needs Coordinator in our school, Rachel Glover, who can work with staff and parents to access further advice, support or involve specialist agencies.

Assessment & Development:

We carry out regular, simple observations which provide both information relating to your child's progress, and enable us to get to know their individual characters to ensure that we are able to meet their needs both on a personal and educational level. To supplement this, we take photographs and keep items of work which build into a learning journey. We have a system of focus child observations. Every week all staff make observations on our focus children for that week. Parents are invited to send in their reflections from home too. We then update your child's progress and identify next steps in learning. Your child's key worker will write up an evaluation at the end of your child's focus week and will invite you in to share our observations and assessments in their learning journey.

Super Stars:

We encourage parents to complete at least 2 Super Stars every half term. More are available on request. Choose something you are proud that your child has achieved and we will celebrate at circle time with the group. The Super Stars certificates are added to your child's Learning Journey to show their continuing development. It can be something as simple as trying a new food, getting dressed or being kind.

The Learning Environment :

Activities, which are available to the children within the Nursery on a daily basis, are all carefully planned by the staff, and are designed to teach your child a range of skills. The room is designed to promote independence, communication, interaction and introduce the children to new experiences as well as favourite activities. We carefully observe and interact with your child, tracking their interests so that we can plan and enable teaching and learning based on their passions and curiosities. Sand, water and playdough are available every session as well as craft activities, role-play and construction. Each half term you will receive a newsletter which details any other themes or areas we may be focusing on, dates for your diary and other information. We also send out a weekly update so that we can share learning that is coming up for the next week.

Toilet training :

We realise that some children starting with us may not be fully toilet trained. If your child is in pull ups or nappies, we would ask that you complete an intimate care plan with us to enable us to look after your child's needs fully. We do have a changing station where we can take care of your child's intimate needs. We encourage children to be independent when using the toilet. Staff are around to supervise hand washing and encourage good hygiene. We ask that you send your child in with a spare set of clothes just in case of accidents. We always let you know if we have had to change your child during the day.

The Foundation Stage.

The updated Early Years Foundation Stage will come into effect from September 2021 and is a compulsory framework for all early years providers for children aged between 0 and 5 including nurseries, playgroups, childminders and reception classes. The document advocates learning through the child's exploration and play within the session.

The framework has four overarching principles that should shape practice in the early years settings, these are:

- * A Unique Child
- * Positive Relationships
- * Enabling Environments
- * Learning and Developing

There are seven areas of learning and development that we plan and assess to. These create a holistic experience for your child.

The seven areas of learning are:

- * Personal Social and Emotional Development
- * Communication and Language
- * Physical Development
- * Literacy
- * Mathematical Development
- * Understanding the World
- * Expressive Arts and Design

Our aim is that each child will have their individual learning needs met through close observation, in the moment teaching as well as planning of activities and experiences in all these areas. We believe that it also adds to the smooth transition into F2 as they can continue to follow the child individual progress and interests as detailed in the EYFS Statutory Framework. Along side this we ensure that they 3 characteristics of effective teaching and learning are integral in our planning, practice and environment.

These are:

Playing and Exploring:

- Children investigate and experience, and 'Have a go'.

Creating & Critical Thinking:

- Children concentrate and keep on trying if they encounter any difficulties.
- Children enjoy achievements.

Active Learning:

- Children have & develop their own ideas as well as make links between ideas and develop strategies for doing things.



Our Day...

8.45am Arrive

Please access through the classroom door in the main school playground, saying goodbye to your child and encourage them to come in independently. We have members of staff to meet, greet and support with a big smile! Children then have busy time, playing and exploring in the environment.

9.30am Good morning then free play

At 9.30am we have a quick tidy up and sit on the carpet to say hello to each other. We walk through the timetable of the day and have a group learning time usually based on our story of the week. Then we get busy again exploring and playing both indoors and out. During this time we have a snack and milk or water at our snack table, where we have an opportunity to chat. Our snack is usually a choice of a piece of fruit.

11.15 Tidy up time and story time

All the children are encouraged to help with tidying up, it's important that the children gain an awareness and pride in our environment and help to keep it tidy.

Then we all sit down for either a story, number focus learning activity or a listening game or focus. Children who access only the morning sessions, leave for home via the Digby Avenue entrance at 11.45am whilst the remaining children stay to have their lunch.



Lunch Time:

We employ midday supervisors to support the children during lunchtime. They help the children with opening anything they are struggling with and encouraging children to eat and model good table manners. At the moment children are bringing in lunchboxes. We do have a health Food Policy that gives information and advice on healthy lunchboxes. We are hoping to start hot school dinners shortly which we be able to offer our Nursery children for a small fee.

Outdoor play

Suitable clothing is always required as we aim to go outside whatever the weather. We use a selection of equipment including the wheeled toys, balls, hoops and chacks. We have a play house, a small climbing frame and lots of building equipment.

Afternoon sessions

The afternoon session continues to be a mix of a focused group activity and time to interact, play and explore both indoors and outdoors. We always finish our day with a time to reflect and a good story. Children are collected via the playground entrance at 3.15pm, unless they are accessing our Little Stars wraparound provision. These children stay and play in the classroom, stopping for a healthy tea time snack until you are ready to collect them.

Further Information

Medicines:

If your child is on medication which they need to take daily or prescribed medicines for illness such as antibiotics we can give these in nursery once per day. There are forms in the nursery office for you to complete and sign. Medicines should be handed in to the main school office daily and collected at the end of the day so they can be signed in and out. We have a fridge where antibiotics can be kept if needed. Paracetamol or Ibuprofen can be given to children if needed also. We again would need a signed consent form and ask that you provide the medicine for us. We do not hold any medicine in school. We use a system called Medical Tracker in school so you will receive an email notification when your child has taken their medicine or if they have any accidents in school.



Our Big Stars:

All of our team all are well qualified and have extensive experience of working with young children. They all have current DBS checks. We all have first aid training and three members of staff have full Paediatric first aid training. Rebecca Lewis is our Designated Safeguarding Lead in school and nursery. All our staff have extensive safeguarding training, that is refreshed and updated each year.

Key Person:

Your child will be allocated a key person who will work closely with you and your child on a day to day basis, however all staff work closely with all the children. It is the key person's responsibility to observe your child's development and record it in their Learning Journey. They will also make themselves available to you if you have any concerns or need to talk something through. Our aim is that we work with you as closely as possible to ensure that your child's experience with us is fulfilling, fun and thoroughly enjoyable!

Transition to school:

Please note, a place at nursery **does not** guarantee a school place. School places need to be applied for via the [Admissions procedure](#). The Local Authority will send you a form to complete in the Autumn term before they start school, for you to complete and return. You will usually hear if your child has been allocated a school place in April. The nursery works very closely with the reception class. Throughout the academic year the children get to know the class teachers and teaching assistants. Sometimes we share our outdoor free flow area so the children can mix together and have a larger space to explore.

Once your child has been allocated a school place, the school will organise visit sessions for your child to attend. We will also do more informal visits, stay and plays in the spring and summer terms too. We complete transition records with parental permission and share these with the Foundation 2 teachers to ensure they know all about your child's learning and development. We are hoping to do visits to school too, sharing special events such as nativity plays and special visitors. We also work closely with other schools in the area. If your child is going to a different school for their Reception class, we will invite their new teacher in to visit them at our nursery. Our aim is to make their transition into any school as smooth as possible.

Ensuring Equality for all:

In the Nursery, we celebrate the cultural diversity of our society and this is supported by the activities within the curriculum, and the resources which we provide. We do not discriminate against any one, be they adults or children, on the grounds of their gender, race, disability, age, religion, nationality, ethnic or national origins, and this is in line with the Race Relations Act (Amendment 2000). This covers both direct and indirect discrimination. We challenge stereotyping and prejudicial comments whenever they occur and speak sensitively and clearly to the individuals involved. We provide positive and enjoyable educational experiences within the Nursery, and value each individual's point of view.

Behaviour Management:

We believe that it is vital to encourage children to form good relationships with both children and adults. Our emphasis is on 'positive reinforcement' and on recognising and acknowledging positive behaviour with praise and encouragement, in order to build self-esteem and self-confidence. As such we strive to help the children to govern their own behaviour by developing their sense of what is right and wrong, respecting themselves and others by reinforcing the high standards of behaviour which we expect within the Nursery. We talk about making the right choices and choosing our behaviour and actions.

In September of each year, the children will choose the golden rules for nursery. We discuss them, draw pictures of them and have them permanently displayed for the children to view. We have found that by empowering the children to make their own rules, they are more likely to follow them! We use our special stars to help the children learn how to make the right choices. They are currently in the process of being designed and drawn up, we will share them with you once they arrive!

Allergies:

Sometimes we may bake and share snacks, such as sandwiches, toast, breakfast cereals, biscuits. We will use sensitivity in catering for children with specific dietary needs. We will update records of children's specific dietary requirements regularly, all staff are informed of these and we will keep these in a prominent place. We will produce a health care plan for any children with an allergy. We have staff who have attended EpiPen in inhaler training. All staff, students and volunteers are made fully aware of individual children's dietary needs and requirements. We always check our records before any food preparation or tasting. We ask that parents keep us updated of any change in circumstances in relation to your child's allergies or sensitivities



Meet our Learning Super Stars!

Our learning super stars teach and show us how to be kind, helpful, good listeners and learners, responsible and resilient. They inspire us to be curious and creative. They link in with our whole school, whole child learning ethos.

Kind star—they help us to learn how to be kind to others with our words and actions. When we are helpful and being a good friend, friendship star is proud of us.

Ready Star—they help us to learn how to be ready to learn. They have smart ears that are always switched on and are skilled at listening. They listen with their whole body, with a big kind heart and their big eyes always look at the person who is talking.

Super Star— is always ready to help. They are super tidier making sure our classroom is looked after and smart. They help to look after our toys and are super kind to others. They are super **responsible**.

Thinking Star— likes to find out about our world, investigate, explore and ask questions. They are curious and imaginative. They see and make magic in the world around us



Wrap Around Care

Little Stars bookings are processed by the school office at the same time as booking your child's nursery sessions. Some sessions have wraparound included in the booking option. These will be invoiced to the registered billpayer, by email, in the middle of the previous month of the sessions. Invoices are due for payment in advance by the beginning of each calendar month. Little Stars Parents/ Carers will be able to pay the whole invoice by bank transfer. For any alterations to your wraparound sessions please contact the school office or email littlestars@westdale-inf.notts.sch.uk

Our wraparound is taken care of by our Supervisor Jane Newton and supported by our Playworkers Ghazala Afzal and Blaire Wheelhouse.