



**Welcome to  
Valence Primary School  
Nursery 2017-2018**



# VALENCE PRIMARY SCHOOL

Welcome to Valence Primary School Nursery, we hope your time with us will be happy and successful.

School Address:

**Bonham Road Site:**

Bonham Rd  
Dagenham  
Essex RM8 3AR

Main Office - 0208 270 4480

**St. George Site**

St. George's Road,  
Dagenham  
Essex RM9 5AJ

0208 270 6520

If your child is absent please call the school on the first day of absence. Please send a written note when your child returns to school.

**Executive Head Teacher:** Mr R November

**Foundation Stage Lead:** Miss K Lilley

As Foundation Stage Lead Miss Lilley is here to answer any questions or speak to you regarding your child's wellbeing at school. However, it is important that class teachers are your first contact as they have the most in depth knowledge about your child.

**Nursery Staff:**

In addition to the teachers, the Foundation Stage is fortunate to have a number of qualified and experienced support staff working closely with your child on a daily basis.

## Session Times:

At Valence we operate two half day Nursery sessions. Please see below for timings:

### Nursery Session Information

**Morning:** 8:30 am to 11:30 am

Parents/carers wishing to match main school times can register to bring their child/children at 8:45 am.

**Afternoon:** 12.30 pm to 3.30 pm

Parents/carers wishing to match main school times can register to collect their child/children at 3:00pm.

**Times for arrival and collection cannot be altered during the school year.**

## Induction and Settling In:

It is very important that your child feels happy and secure as they start their school life. For this reason we have a carefully planned induction programme to prepare your child for their nursery education.

You will receive a letter which details which session your child has (morning or afternoon) and a starting date. We will also offer a short meeting for you to visit with your child in order to greet your child's key worker to discuss any concerns and prepare for the first few days.

Please bring your child's birth certificate and a proof of address (such as a current utilities bill) to the school office as soon as your place is offered.

At key points in the year, if spaces are available, we offer 'Rising 3' places to children who have turned 3 in the previous term. To check eligibility, see the below table.

<b>Child's Birthday (3 by...)</b>	<b>Intake Term</b>
31 <sup>st</sup> August 2017	September 2017 (Autumn Term)
31 <sup>st</sup> December 2017	January 2018 (Spring Term)
31 <sup>st</sup> March 2018	April 2018 (Summer Term)

To register interest for a Rising 3 place, please speak to the school office on either site.

## Useful Information:

**Library:** Children are encouraged to choose a book. This is to share at home with adults – it is NOT a reading book. Please encourage your child to bring a suitable book bag (this is also useful for letters and artwork). The nursery staff will let you know the library day once the children are settled.

**Mr Ted:** In order to create further home school links we will be sending home 'Mr Ted', the class teddy bear to spend time with each child for a few days during the year.



## Clothing:

The children wear school uniform. This consists of:  
Royal Blue sweatshirt and/or fleece with Valence Owl Logo  
Grey tracksuit bottoms/skirts or pinafore dresses  
Blue gingham dresses for warmer weather  
White polo top or shirt

**Plain black** footwear only. Trainers are acceptable but must be PLAIN black.  
Grey, white or black socks and tights  
Hair bands/headscarves in uniform colour  
PE Kit: black or blue shorts, white t-shirt and plimsolls.  
Book bags, PE bags and hats are also available in school colours.

Uniform can be purchased from Premier School Wear 688-690 Becontree Avenue, Dagenham, Essex, RM8 3HD Tel: 0208 592 0141

Children will play outdoors every day. Please ensure that your child wears suitable warm clothing and footwear. We would be very grateful if all children's clothing is clearly marked with their name, including coats. Many clothes, shoes and plimsolls are very similar and your child may get distressed if clothes are mislaid.

If possible, please provide your child with a spare set of uniform in a drawstring bag with their name on it. The Nursery children are very young and this enables staff to change children into clean clothing should any 'accidents' occur. We would also appreciate a spare pair of Wellingtons or water proof boots as they are very useful for outdoor activities.

Shoes with Velcro fastenings are preferable as this helps children to practise their self-help skills when changing footwear.

No jewellery, other than one simple pair of stud earrings, is allowed for safety reasons. If you wish to have your child's ears pierced, we recommend waiting until the summer holidays. Parents are kindly asked to sign an accident disclaimer if children are wearing earrings.

## Key Workers:

Each child will be assigned a key person. Alongside the class teacher, their role is to help ensure that every child's care is tailored to meet their individual needs. They will also assist the children in becoming familiar with the setting and offer a settled relationship for the child. It is important that our key workers build a supportive working relationship with parents/carers.

Valence Primary School has effective systems in place to ensure that all adults with regular contact with children are suitable.

## Visits and Home Visits:



We will invite you and your child to a short visit i.e. 'Play Day' during the summer term. This will provide an opportunity to meet current staff, explore the setting and ask questions. In addition to this, we offer a home visit to see you and your child in your home setting. These meetings will take place in September before the children start school. More information will be given about home visits at Play Day.

## Snacks:



Children will have access to fresh fruit daily. Children have free access to fresh drinking water. Milk is also available. No sweets or chocolates (even for birthdays) please as we are a Healthy School. If your child has any food allergies please speak to the Key Worker.

**Please note – Valence Primary School is a Nut Free School.**



## **Assessment:**

Assessment plays an important part in helping parents, carers and staff to recognise children's progress, understand their needs, and to plan activities and support. Staff will observe children to understand their level of achievement, interests and learning styles, and to then shape learning experiences for each child.

Parents and carers are invited to contribute to this process through daily contact; access to children's learning profiles, invitations to events, parent meetings and an end of year report.

In school, we use a system called "2Build a Profile" which creates an electronic profile. You will be asked to provide an email address at the start of the year, which will enable us to share photos and observations about what your child has been learning in Nursery.

## **Curriculum:**

We follow the Early Years Foundation Stage Curriculum which is firmly rooted in learning through play, and covers three prime areas which are;

1. Personal, Social and Emotional development
2. Physical Development
3. Communication and Language

These areas are strengthened and applied through four specific areas;

4. Understanding the World
5. Literacy
6. Mathematics
7. Expressive Arts and Design

Alongside the areas of learning we make observations of the children's "Characteristics of Learning", these tell us how they learn and enable us to plan activities to suit them. The Characteristics are:

- Playing and Exploring
- Active Learning
- Creating and thinking critically

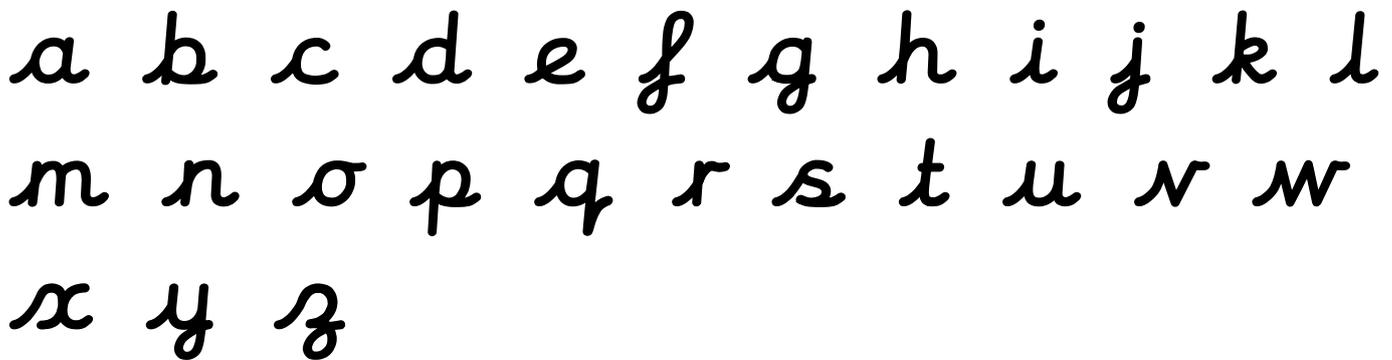
The children take part in PE based activities and will change for this weekly. Please ensure a suitable PE kit is supplied and clearly labelled.

## **Keeping you informed:**

A Curriculum Forecast will be sent home each half term to inform you of the themes being covered, special events and targets for the children's attainment. Staff will always be available to speak to you at the start and end of each nursery session.

When your child is ready to read and write, staff will approach you with supportive materials and advice.

As a school we teach children to write in the cursive script. Examples of this formation can be seen below. We ask that children learning to write their name and other words use lower case letters as shown (except for the first letter in their name i.e. *Jack* not JACK). This will make it much easier for children to move into reading and writing fluently. Children will be taught using the Read Write Inc (RWI) scheme to introduce them to synthetic phonics. Through RWI, the children will learn the 'sound' that each letter makes i.e. 'a' reads as 'ah' not 'ay', please ask if you are unsure.



We recognise that children learn at different rates and have different interests. We consider this when we plan. We want your child to enjoy learning and to have the confidence to see themselves as successful learner.

Thank you for taking time to read through this booklet. We hope that this will be the beginning of a happy working relationship with you and your child. Together we can make a real difference!

## TEAMWORK



## Paperwork

Children **will not be allowed to start** until the school have received and checked: a child's birth certificate and proof of address, emergency contact and additional language information.

You will be asked to complete some other relevant paperwork, including: Local visits and photographs, earring disclaimer, dietary requirements.

At Valence we also ask our parents to provide a password that is used when an unfamiliar adult collects the children from school. Please choose one that you will remember.

**Our school website:** [www.valenceprimaryschool.com](http://www.valenceprimaryschool.com)