

HESLEDEN



PRIMARY SCHOOL

Early Years Foundation Stage Brochure



Hesleden, nr Hartlepool, TS27 4PT • Tel: 01429 836376
email: hesleden@durhamlearning.net
website: www.hesleden.durham.sch.uk



Head Teacher: Mrs Dawn Dunn B.Eng. Hons PGCE NPQH • Chair of Governors: Mrs L. Jamieson

Dear Parent/Carer,

Hesleden Primary School is for children from three to eleven years old. 30 hours provision and 2 year-old care is provided by Hazel Dene Childcare.

We are always pleased to welcome new children into our Early Years settings where they will begin their school life. We do our utmost to ensure that time spent with us will be both happy and rewarding.

Until your child starts nursery you and your family are the most important influence in your child's life and we hope to work with you to ensure that the vital task of educating your child can be a shared responsibility. Through cooperation between school and parents / carers, your child will develop in a happy and secure way.

This booklet is to tell you about our Early Years Foundation Stage Unit and to answer any questions you may have. If the information you need is not in this booklet or our school brochure, please feel free to come and have a word with the teachers about anything else you wish to discuss or are unsure about.

Early Years Staff

Mrs Janet Allen	Teacher
Mrs Pam Fletcher	Higher Level Teaching Assistant
Mrs Mary Johnson	Teaching Assistant

Introduction

In the Hesleden Early Years Foundation Stage Unit we believe that every child deserves the best possible start in life and we support them to fulfil their potential in a secure and happy environment.

Hesleden Early Years Foundation Stage Unit is defined as an arrangement where the Nursery and Reception aged children, along with the teachers, operate as one distinct phase within our school. Our teaching approach is based on the key principles set out in the Framework for the Early Years Foundation Stage [Sept. 2021].

We promote a positive approach to learning through play in a warm and supportive environment. We provide creative opportunities so that your child develops at their own pace to ensure confidence with a variety of experiences through high quality teaching. We support family learning to give stability and freedom for individual progress.

Our Early Years staff plan together, to ensure that children are offered a wide range of learning opportunities suitable for their stage of development.

Admissions to Hesleden’s Early Years Foundation Stage Unit

Hesleden Nursery has part-time places for up to 26 children. There is an admissions record for places and parents may submit an application form for their child, after their first birthday. Please call in to see the School’s Office Manager (Mrs Medcalf) or telephone 01429 836376 to enquire.

Children start nursery at the beginning of the term after their 3rd birthday when spaces become available. Parents are informed of this date and are invited to visit with their child. Please note families who are entitled to free school meals should be entitled to a nursery/childcare place for their child after the child’s 2nd birthday. This will be organised with Hazel Dene Childcare, please call Clare Garside (Manager; 07500894425) for information.

Visits can be arranged for your child to become familiar with new friends, key workers and the Early Years environment. These visits also give parents the opportunity to discuss any questions about the setting and their child’s education and welfare with the class teacher.

Admissions information for starting Reception

If you are considering applying to the school for a place for your child and wish to visit the school, please telephone to make an appointment. The Headteacher will be happy to discuss any matters you may wish to raise. All new and in-year admissions requests must be made through School Admissions at County Hall (03000 265896).

This and further information can be found in the School’s main brochure.

Arrival and departure of Nursery children

The Early Years unit runs two separate sessions for nursery aged children, morning or afternoon. Children who are entitled to 15 hours will attend for a half day. Children who are entitled to 30 hours provision will attend the Unit for half a day and the other half day will be spent with Hazel Dene Childcare. On admission, children will be allocated their session, depending on capacity within the unit.

Morning Nursery session begins at 8.55am and ends at 11.55am

Children should enter through main reception, where they will be greeted by Class 1 staff. Pick up is also from the main entrance unless children are transferring to Hazel Dene for the afternoon.

Afternoon Nursery begins at 12.00pm and ends at 3.00pm.

Children who have spent the morning with Hazel Dene will transfer to the EY Unit at lunchtime. Any children arriving from home should be brought to the main entrance to be greeted. At home time, children will be brought to the end of the Nursery fence, with Reception children, for collection.

The drop off/collection period is 10 minutes before the start/end of each session (i.e. 8.45-8.55 and 11.45-11.55), this will allow a smooth transition for the children leaving and coming to nursery. These times are organised to allow some flexibility and ensure that your child has a happy and relaxed start to their session. It also allows nursery staff the opportunity to talk to individual children and parents.

Any concerns that may have arisen whilst the child has been at nursery may be discussed after **all** the children have left the nursery. Messages may also be shared by a telephone call. If you have arranged for someone else to collect your child you must notify your child's teacher before the end of the session/day.

Arrival and departure of Reception children

Reception class and school sessions are: 8.55 – 15.00. Children enter through the car park once the doors are opened, from 8.40am. Children are greeted by staff on entry to school and are supported in the porch area to begin the day as independently as they can.

Reception children are expected to do this independently very quickly, and we hope parents will encourage this from the beginning of term in September.

At the end of the day, Reception children are brought out to the Nursery fence by the class teacher. Children line up along the fence and are handed over to parents as the teachers call names. Parents are asked to be patient at this time to ensure the safety of all children.

What your will child learn

At Hesleden Early Years Foundation Stage Unit, we take play seriously! Children are provided with many enriching child- and teacher-initiated activities that develop the whole child.

The Early Years Foundation Stage development is made up of seven **areas of learning and development**, these shape our educational programmes (activities and experiences), as outlined in the Framework for the Early Years Foundation Stage, September 2021. All areas of learning and development are important and inter-connected.

The **Early Learning Goals** (ELGs) summarise knowledge, skills and understanding that children should have gained by the end of Reception. This assessment will judge each child’s development and readiness for Year 1. There are 17 ELGs which fall within the Prime and Specific areas listed below.

Assessment is ongoing throughout the child’s time in the Early Years (beginning in Hazel Dene where appropriate). From September 2021, children joining Reception will be assessed through the Reception Baseline Assessment within the first six weeks. Teacher assessment will be shared via our online platform (EExAT) with parents. At the end of Reception, the ELGs will be assessed on the Early Years Profile.

Within the Early Years, staff must reflect on the different rates at which children are developing and adjust their practice appropriately. Three characteristics of effective teaching and learning are:

- **playing and exploring** - children investigate and experience things, and ‘have a go’
- **active learning** - children concentrate and keep on trying if they encounter difficulties, and enjoy achievements
- **creating and thinking critically** - children have and develop their own ideas, make links between ideas, and develop strategies for doing things

These areas link with strategies used across Key Stage 1 and 2 – ‘4Bs’ and ‘Gem power’. These strategies include developing independence, collaboration, resilience and perseverance.

Prime Areas	
These three areas are particularly important for building a foundation for igniting children’s curiosity and enthusiasm for learning, forming relationships and thriving.	
Communication and Language	This area of learning helps to promote communication with other children as well as adults. The importance of ‘back and forth’ interactions is promoted, as is the importance of reading and exposure to extensive opportunities for word and language development.
Physical Development	Activities in this area work to improve fine and gross motor skills. Children will learn to move safely and confidently with an awareness of others. They will play indoors and outdoors and will have opportunities to complete puzzles and games. They will also learn about the importance of personal hygiene and the importance of making healthy choices related to food, sleep and exercise.
Personal, Social and Emotional Development	Throughout all activities, children will be encouraged to be kind, caring and helpful. They are encouraged to take turns and to be aware of other peoples’ feelings. Children become more confident in themselves and their abilities.

Specific Areas	
The specific areas include essential skills and knowledge through which the prime areas are strengthened and applied.	
Literacy	In literacy, children begin by enjoying books and familiar rhymes, recognising their name and familiar signs, and later in Reception linking sounds to letters. They will begin to give meaning to their marks and in Reception begin to use correct letter formation, writing short sentences.
Mathematics	In Mathematics, children will learn to count confidently, and develop a deep understanding of numbers to 10. They will look at patterns in numbers and relationships between them (using practical resources, including ten frames). They will also develop their spatial reasoning skills across all areas of mathematics including shape, space and measures. Children will be encouraged to ‘have a go’.
Understanding the World	Children will develop their understanding of the physical world and their community. This includes visiting parks and museums (for example), and receiving visitors such as firefighters, librarians etc. They will hear stories and poems to help their understanding of other cultures.
Expressive Arts and Design	Creative Development covers all aspects of music, dance, art and design. Children learn songs, perform dances, and produce pictures and models using many different methods and materials. They will investigate sound using a range of instruments and develop imagination and cooperative play by engaging in the role play areas.

Safeguarding and Welfare Requirements

The Framework for the Early Years sets out further requirements to ensure settings are safe, secure and stimulating. Our Early Years unit follows the policies set within school for safeguarding, health and safety, behaviour etc. and can all be found on our website.

Child protection and Safeguarding falls under the guidelines from ‘Keeping Children Safe in Education’ and is updated annually. The procedures followed are from the Durham Safeguarding Children Partnership. All school staff, including Early Years and Hazel Dene, are provided with Safeguarding updates on a termly basis.

All staff across the Early Years Unit, and childcare are well qualified and experienced. All staff working within school have up to date enhanced DBS certificates, and all first aid training and positive handling training is in place.

GENERAL INFORMATION FOR THE EARLY YEARS FOUNDATION STAGE

Home Reading

Shared reading is essential for you and your child because it develops a happy relationship between the reader and the child and develops important language and social skills that are an important preparation for beginning school.



Nursery children will be given a story book for their parents/carers to read to them, to help foster an early love of reading. (This is the beginning of the process). Whilst enjoying the book, adults are asked to use the prompt card to ask the child about the story. This will help with developing comprehension and understanding.

In Reception, children will be given one or two books to share with an adult. Their books will depend on their stage of early reading. Children may keep the same book for more than a week until they are fluent and show a good understanding of the story through questioning or activities. We ask that an adult writes a comment in the child's reading record so we can monitor progress both at home and at school.

Sometimes a reading book may be exchanged for phonics cards for children to practise their letters and sounds.

Positive Discipline and Reward

The Early Years Foundation Stage unit follows Hesleden's whole school Behaviour Policy encompassing rights and respect. (See School Behaviour Policy)

We take great care to make children's first experiences of school life gentle and rewarding in understanding boundaries and expectations.

- We apply positive discipline which reinforces good behaviour - nursery aged children choose expectations with the teacher by deciding how they should behave and why.
- Reception children cooperate with their teacher to adopt the School/Class Charter of expectations based on children's Rights.
- Certificates are awarded for individual achievements and the setting of good examples for behaviour.
- Praise, stickers, house points and prizes are awarded across school for good work, manners, kindness and thoughtfulness.
- Annual Awards day is a very special occasion in July when Early Years, KS1 and KS2 pupils are commended for their year's work with certificates.

For all children in the Early Years Foundation Unit...

- Any chair in the setting is used as a *thinking chair*; children sit on the thinking chair, for a few minutes, when a more serious behaviour needs some *time out*. The action is then discussed and children are allowed to continue activities.

Early Years fund

A donation of £1 per week is appreciated. This funding helps pay for:

- Cookery
- Consumable resources, e.g. play dough, sand etc.
- Replenishing consumable resources and snack café.



Please send your child's fund money to school on a Monday, in an envelope with her/his name clearly marked on the front.

Fundraising

Due to the expense of Early Years equipment and to enable us to help fund trips and visits, occasionally we will hold fundraising events such as raffles and sponsored events. Fundraising ideas are always gratefully considered.

School Meals



Taylor Shaw Catering currently provides a high quality choice of meals, and the Local Authority charges are £2.50 per day for children in nursery (from Sept 2023) and all children in Reception are entitled to a free meal through the Government initiative. Our school meals are nutritionally balanced and follow food and nutrient based standards to ensure healthy eating.

This and further information is available in the main school brochure.

Road safety and cars

If you bring or collect your child(ren) by car please remember around 100 children arrive and leave school at approximately the same time. Please help us to keep all our children safe and DO NOT park cars on the slip road leading to the school gate. Parking on prohibited lines may be reported to the police.



For safety reasons please ensure that **all cars are left on the main road, keeping a safe distance from the school entrance.**

Clothing/Uniform

Although uniform is not compulsory, we do find that children enjoy wearing one. It is very practical as early-years offers many creative and messy activities.

The uniform consists of navy sweat-shirt, jumper or cardigan, navy or grey skirt or trousers, and a red polo shirt. Blue and white or red and white checked dresses may be worn in summer. It will encourage independence if clothing has easy to manage fastenings (i.e. Velcro shoes) especially when the children are going to the toilet, outdoors and P.E.

We provide the opportunity to buy sweatshirts, polo shirts and jackets with the school logo. Items are available to purchase at 'Little Gems' shop in Peterlee shopping precinct. Uniform can also be ordered online at www.myclothing.com where the school receives a donation from each order made.



Every item of clothing, including footwear, must be clearly labelled with your child's name.

Physical Development

Nursery – children need plimsolls/gym shoes

Reception – plimsolls/gym shoes, shorts/tracksuit and a white t-shirt.

PE is on a Thursday across school and all children should wear their PE kit on that day.

Outdoors

For both Nursery and Reception please provide Wellington boots to be left in school. Jewellery is not allowed at any time for safety and practical reasons.

Medicines in School

Because of problems which may occur we do not give children medicines in school.



If because of a risk to health, your child needs to take medicine or tablets during school time please get in touch with the Headteacher or the deputy Headteacher. It is necessary to fill in a form recording the administration of medicine on school premises. The parent of the child should try to come to school to administer the medicine personally.

Infectious Diseases

In the event of any child contracting an infectious disease please notify the Headteacher as soon as possible. If your child becomes ill then we recommend that he or she stays at home until fully recovered thereby reducing the risk of widespread illness.

In the event of virus infections and sickness and diarrhoea children should not come to school until at least 2 days after the symptoms have cleared up. We have guidance for such illnesses and you should contact school for information.

Accident or illness

In the event of accident or illness at school we will try to contact you but will also take whatever emergency action is required. Please complete the form we send out for contact addresses and telephone numbers. ***If there is any change in your address or telephone number, please let us know immediately.***



Visiting School

If any matter is giving cause for concern please do not hesitate to get in touch. We will be pleased to see you at any reasonable time but, making an appointment can help you and the school by ensuring that time is available to talk without disrupting the school curriculum. The best time to speak to the teachers is after school when they would be happy to discuss any problems.

HOLIDAYS – 2023-24



Holiday	Closing Date	Re-open for Teaching Purposes
Summer 2023	Friday 21 July 2023	
Autumn term 2023		Tuesday 5 September 2023
Autumn half-term 2023	Friday 27 October 2023	Monday 6 November 2023
Christmas 2023	Tuesday 19 December 2023	Thursday 4 January 2024
Spring half-term 2024	Friday 16 February 2024	Monday 26 February 2024
Easter 2024	Thursday 28 March 2024	Monday 15 April 2024
May Day 2024	Friday 3 May 2024	Tuesday 7 May 2024
Summer half-term 2024	Thursday 23 May 2024	Monday 3 June 2024
Summer 2024	Tuesday 23 July 2024	
<i>School will be closed for the following staff training days:</i>		
Mon 4 Sept 2023	Fri 6 Oct 2023	Mon 27 Nov 2023
Wed 3 Jan 2024	Fri 24 May 2024	

Making a Difference

#MaD

All information is correct at 15.11.23. Any updates will be issued through the school newsletter.