



St. Joseph's Nursery

Parent Handbook

For Rainbow Class



Name.....

Keyperson

Your child will have a designated member of staff who is responsible for filling in their development file. When finding out how your child has been during their nursery day – you can speak to any member of staff. Your child's keyperson is:-

Bags

Your child should bring in a bag each day they attend our nursery. Within their bag they should have:-

- A top
- ❖ A pair of trousers/a skirt
- ❖ A pair of socks/tights
- ❖ A vest

Sometimes during the nursery day your child may need to be changed.

Nappies/wipes and cream

There is a whiteboard above the children's coat pegs in the Rainbow Class, if your child requires more nappies, wipes or nappy cream their name will be written on the whiteboard and rubbed off when the item has been supplied. Please check this whiteboard at the end of each session.

Trays

As every child has a named tray or box file, we encourage the children to be independent and put their own pictures away. Letters and leaflets are also placed in here. Please could all parents check their child's tray at the end of each session.

Contact numbers

On your enrolment forms we have contact numbers and emergency contact numbers in case your child is ill or we need to speak to you. Can you please make sure if your numbers change that you inform us *immediately*.

The school can be contacted on 0115 941 8356

Or: email nursery@st-josephs.nottingham.ac.uk

Medicine and illness

We are unable to administer any medication to your child unless it has been prescribed specifically for your child and is in the clearly labelled bottle with the child's name. If your child has a high temperature (above 38°C) we will ring you and decide if your child needs to be collected. This may involve other medical action if required (i.e. administering medication). We are unable to receive a child back into the nursery for 48 hours following vomiting or diarrhoea.

Menus

All dinner and tea menus are situated on the parent's notice board and can be viewed at any time. Provision is made for special diets and a vegetarian option is available every day. Children in the Rainbow class have their snacks and meals in their class room. Drinking water is available all the time.

Walk Day

In the Rainbow Class all children go out for a walk to local places of interest. We request that on a Friday children arrive at nursery before 2pm if they are in for an afternoon session. We are usually back to Nursery by 3.30pm.

Nursery Clothes

If your child uses any nursery clothes could parents please return the clothes as soon as possible to a member of staff when dropping your child off.

Toys

Your child is very welcome to bring in toys and games from home to show their friends. Staff will encourage all children to share whether the toys are from nursery or home. We do not take any responsibility for lost or broken items whilst at nursery.

Nursery Sessions

Morning session	-	8am – 1pm
Afternoon session	-	1pm – 6pm
All day session	-	8am – 6pm

- * If you would like feedback on your child's day please arrive 10 minutes before the session ends.
- * Any parents arriving after the session has ended will be charged at £1.00 per minute. Please try to call us on 0115 9418 356 if you know that you are going to be late.

Activity Rota

Our daily activity rota can be viewed on the parent notice board outside the Rainbow Room. We deliver the Early Years Foundation Stage curriculum through a variety of activities including creative activities and opportunities to develop imaginative play, stories, singing, baking and gym time.

Policies

All school and nursery policies are available on the school website.

www.st-josephs.nottingham.sch.uk/ourschool/school-policies/

Twitter

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