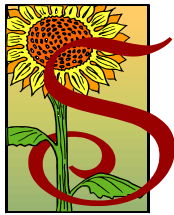




St. Joseph's Nursery

Parent Handbook

For



unflower Class



Name:

.....

Keypersons

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 containing :-

- ❖ 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. We do not expect you to provide a second set of clothes. Please label your bag with your child's name.

If your child is in nappies or in the process of toilet training, please could you provide enough nappies and wipes to last the day or bring enough into Nursery for us to keep as a supply.

Important Notice for Children Toilet Training

The Sunflower Class will be the room where your child will start toilet training, when you feel they are ready. It would therefore be helpful if you could provide:

- Wipes for when toileting accidents happen.
- Plenty of pants and socks, along with bottoms.
- Jelly shoes or crocs to prevent shoes getting ruined.

Thank you for your help.

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 their child attends.

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.

Walk Day

In the Sunflower Class all children go out for a walk to local places of interest. This will take place on a Friday afternoon where possible and from time to time may change so that all children get the opportunity to go out. We will leave nursery at approximately 2.00pm and return to Nursery approximately 3.30pm.

Independence in the Sunflower Class

In the Sunflower Class we promote a great deal of independence, so your child will be encouraged to try and challenge themselves before assistance will be offered.

Meal times will be led by the children and supervised by all staff – if you would like to provide an apron for your child’s meal times, you are very welcome.

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 in the morning.

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 that arrive 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

	AM	PM
Monday	Gym time	Group Time / Creative Session
Tuesday		Library time
Wednesday	Singing time	
Thursday	Gym time	Apparatus
Friday	Achievement assembly Baking Rattle & Roll	Walk to local places of interest Cosmic Kids (yoga)

Policies

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

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

Twitter

Follow us on Twitter; @StJosephsNG1