

WELCOME

Essential Information

Attendance:

At Chalkhill Primary School we know that children who attend school regularly do really well. Attendance in the Early Year Foundation Stage is not optional. Now that you have taken a place, we expect your child to be in school every day during term time.

If your child is sick or away from school for another reason, please, remember to phone the school: 020 8904 4508

Nursery:

Morning nursery starts at 08:45 and finishes at 11:45hrs.
Afternoon Nursery starts at 12:15hrs and finishes at 15:15hrs.
Full time Nursery starts at 08:45 and finishes at 15:15hrs.

Reception:

Reception starts with soft start from 08:45 hours and finishes at 15:15, once the children are on their full-time timetable.

Please, be on time.

Arriving late or being picked up late upsets children and disrupts the learning of others!

Collecting your child:

If you are late

If your child has not been collected by the following times they are taken to the Office:

Morning Nursery: 11:50 am **Afternoon Nursery: 15:25 pm**

Reception: 15:25 pm

If someone else is collecting your child you need to inform the school, either in person or by phoning the school office. **We will not let your child go with anyone other than a named person!** This includes family members!

Please note:

Children under 18 years of age cannot collect brothers or sisters from Nursery or Reception classrooms

Our vision is '**Learning together to aspire and achieve.**' At Chalkhill Primary School we aim to provide a safe, secure and healthy environment where all children are encouraged to be independent learners and thinkers.

For our children to achieve this they need the best start to their journey and in our Early Years Foundation Stage, we do this through the happy and nurturing learning environment we create for all our children.

'In the early years, staff nurture children to help them feel safe and valued. They know the children well.' *Ofsted-March 2020*

This brochure is designed to provide you with as much information as possible to help you and your child to settle in at a Chalkhill Primary school-Nursery.

If you are unsure of any of the information provided, or have any unanswered questions, please do not hesitate to contact us.

Mrs Heidi Shanker
EYFS Leader, Deputy Head Teacher
Email: shankerh@chalkhill.brent.sch.uk.

Early Years Foundation Stage Staff:

Mrs Shanker – EYFS Leader, Deputy Head Teacher

Nursery:

Mrs Gracio —Nursery Teacher
Ms Fortan—Teaching Assistant
Mrs Malek/ Mrs Harghandiwal– Learning Support Assistants

Reception:

RN

Ms Niculae—Class Teacher
Mrs Gashi—Teaching Assistant
Ms Hayens—Learning Support Assistant

RM:

Mrs Mohammadi—Class Teacher
Ms Al-Daghir– Teaching Assistant
Ms Aliaj – Leaning Support Assistant

LEARN

LAUGH



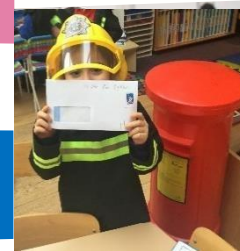
**CHALKHILL
PRIMARY SCHOOL**
BARNHILL ROAD
WEMBLEY PARK
HA9 9YP



EYFS Brochure SHARE



GROW



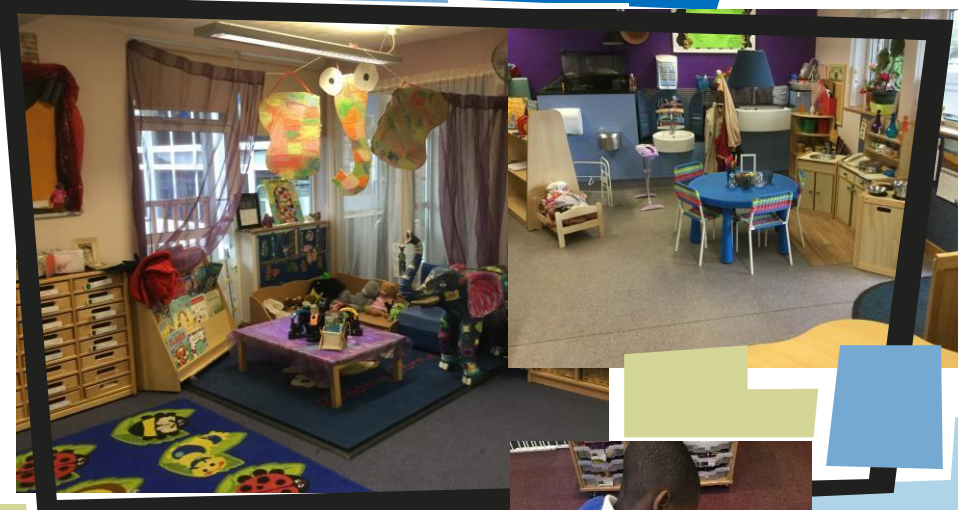
DEVELOP

www.chalkhillprimaryschool.co.uk

Twitter: @chalkhillschool

02089044508

Daily Routines: Nursery



A NURTURING AND CREATIVE WORLD



Daily Routines: Nursery

The Nursery session starts with a welcome time in their keyworker group, where we greet the children and complete the register. The children will then move to either indoor or outdoor activities. Midway through the morning we will have a circle time, where we say some rhymes, play some counting or phonics games and share a snack. After the snack time the keyworker groups will swap the area of learning. The sessions finish with story and rhyme time in keyworker groups.

Full time children will go to lunch with their keyworker, the Reception children and an assigned School Meal Supervisor Assistant (SMSA). They will be supported to stay within their group, before joining the afternoon nursery at 12.30pm.

Once all the nursery children are settled into the day to day routine, they will start movement sessions in the sports hall, have music sessions with Mr Rose, our music specialist, and visit the school library.

Covid-19 has made us aware that we will have to review how we welcome children and parents into our setting. During the settling in phase you are welcome to accompany your child into the setting. However, as soon as your child is settled, we request that you allow your child to be independent. In line with the rest of the school, we request that you hand over your child to a member of the EYFS team at the school gate. The control measures have also made us review the curriculum we offer. We accept that young children will not be able to stay away from their friends and teachers. We are also aware that some of the children in our care will need help with toileting, dressing or may need physical contact for reassurance and comfort. However, we are looking at ways to minimise the risks of spreading infection. Children will learn to wash their hands on entering the setting and at various key points during the day. We are now more aware than ever that working outdoors reduces the chance of spreading disease, as well as working in smaller groups, which naturally allows room for social distancing. Therefore, your child will be assigned a keyworker, who will be their primary caregiver in school.

EARLY DEVELOPMENT IS FUNDAMENTAL TO THE GROWTH OF YOUR CHILD.

Reception

The Reception day begins with a welcome time, where the children work on skills such as handwriting, counting, reading. Throughout the day the children have circle times (whole class teaching), group work time, and time to choose their own activities. To minimise the risk of spreading infection, the children will be split into two groups. One group will work outdoors, one indoors. Midway through the morning the children will have a short circle time, where they will also be offered a snack and a drink. The reception children go to lunch at 11.30am, where they will be supervised by dedicated School Meal Supervisor Assistants (SMSA). The afternoon learning starts with a circle time. Afterwards the children will work in their keyworker groups, indoors and out. The Reception children have sessions in the sports hall, in the music suite, and visit the school library once a week.



Risk assessment

The school has carried out a full and thorough risk assessment to minimise the risk of spreading Covid-19. This risk assessment is updated regularly and can be found on our website.

Additionally, the Early Years team regularly risk assess the indoor and outdoor learning environments. Trips and events are also risk assessed prior to taking place.

EARLY YEARS



PARENTAL RESPONSIBILITY

Remember to tell us who has parental responsibility for your child especially when there is a change in circumstances.

Parent Contact Details:

It is vital that you keep your contact details up to date. In addition to parents' contact numbers, we also need 3 emergency contact numbers.

If you move, change your phone number or email, you need to inform the school office.

Comments or Complaints:

If you have any suggestions, comments or concerns about your child's care and education in our school, please, speak to your child's teacher first.

If you are dissatisfied or unhappy with the response, make an appointment to speak to the Early Years Leader.

If you are still unsatisfied, you are welcome to make an appointment to see the Head teacher of the school.

Every Monday we ask you to contribute 50p to our funds. This money is used for cooking sessions, making playdough, and celebrating festivals.

Uniform:

At Chalkhill Primary School we believe in offering a rounded curriculum to all our children. We recognise the importance of outdoor learning, especially for the children in our Early Years Setting. The children will be gardening, climbing, running, riding bikes and

tricycles in all weathers. Therefore, we recommend that boys and girls have the same uniform, which consists of:

In addition your child will need spare clothes, in case they have an accident or get muddy during outdoor play:

- A school T-shirt or plain blue sweatshirt
- Black leggings or jogging bottoms
- Vest, underpants and socks

All clothes and footwear need to be labelled with your child's name!



Waterproof jacket and trousers *

Wellington Boots



School bag *



Black or Grey Jogging pants



Trainers and plimsoles

Your child will be spending about 50% of their session/ day in the outdoor learning environment. Therefore, **it is essential** that you provide your child with the clothing for outdoor and messy play and that your child comes to school dressed appropriately for the weather.

We recommend that you buy the school backpack to keep all your child's clothing safe in one place. It has lots of space for the home learning packs and reading books as well.



School sweatshirt/T-shirt *

SNACKS AND DRINKS:

We are a **HEALTHY SCHOOL**. The school provides milk, water and a fruit or vegetable snack for each child in the Foundation Stage every day. **Please, do not** send your child to school with crisps, sweets, chocolates or juice drinks as an additional snack.

Reception children are entitled to a free school lunch. If you wish to supply your child with a packed lunch instead, please follow the school guidelines.

Your child's learning:

Your child's learning is recorded on an online learning portfolio, ClassDojo. It will be password protected and only accessible to the class team, the EYFS leader and any family members that you ask us to include. The portfolio will also be printed at regular intervals and available to your child in the classroom. Parents are required to register on

ClassDojo using their email address, in order to access their child's online learning portfolio. ClassDojo is also used as means to communicate between staff and parents.

You will receive three reports across the school year, an initial report in October, a progress report in February and a final report in July. Alongside the reports, we will hold parents meetings throughout the year to discuss your child's progress.

Staff are available to talk to parents before and after school. After school is more preferable. If you have an urgent message for teachers in the morning, please, speak to the office. If you have an urgent enquiry after school, please be patient and wait until all children have gone home and the staff member can give you their full attention. Alternatively book an appointment

