



Getting started in nursery

- Just a reminder of our session times: **9.00 to 11.30** for the morning session and **12.30 to 3.00** for the afternoon session. The nursery room will be open from 8.50 each morning for those who are arriving early at school to drop off older children. The door for the afternoon session will not be open until 12.30 to allow time for preparation between the two sessions. Also remember dropping off and picking up can be done any time during the first and last ten minutes of the session to avoid congestion.
- **Settling in procedure:**
Children have each been given a group and a timetable to tell them which days to come to nursery during the settling in period. As a general rule:
Day 1: children stay for 1 $\frac{1}{2}$ hours, with a parent/carer if they wish
Day 2: if your child stayed for day 1 on their own, they may stay for the full 2 $\frac{1}{2}$ hours on the second day. If they required an adult with them on the first day but are now happy, they may stay by themselves for 1 $\frac{1}{2}$ hours
Day 3: all children who have settled can stay for the full session

If your child is not happy to be left, the parent/carer is welcome to continue to stay with them, for the 1 $\frac{1}{2}$ hour play session, only staying for the full session when they are happy to stay on their own.
- **What to help with in the first few days**
As you bring your child to nursery for their first few days, it is helpful if you can help them become familiar with their surroundings eg finding their coat pegs, boxes, name labels. You can also show them how to use the toilet if they need to and settle them to an activity. Nursery staff will continue this process once the child has been left. Please also make sure we have all **forms and permissions** as early as possible so we have all the information we need.

- **Things to remember when picking up your child:**
Please remember to check boxes for notes, uniform or works of art, and to collect all items of clothing from the cloakroom (especially hats, coats, scarves etc). These items all need to be cleared to allow boxes and pegs to be used by the next class. Please also remember to check the lost property boxes in the cloakroom regularly for items belonging to your child, particularly interest table items, or gloves and hats in the winter time.
- **Snack money** - To cover the cost of our daily snacks we ask for a contribution of £5 per month, payable at the start of each month. In September, as the children will only be attending part time, we ask for a contribution of £2.50 for the month, and it would be helpful if you could bring this, in a named envelope, once your child has started nursery. We have attached a page of slips which should be sent into nursery with snack money.
- **Things to bring** -As you can imagine we go through a huge amount of tissues and sellotape in nursery, and in order to help us keep stocked up, we would be grateful if each child in the morning class could contribute a box of tissues, and each child in the afternoon class a large roll of sellotape. Thank you!!

We hope that your first few days in nursery will be happy ones but if either you or your child have any worries please feel free to talk to us about these at any time. The direct telephone number for nursery is **97 512954**.

