

“Turncroft Nursery School...The Place for Learning and Laughter.”



School Brochure

Highfield Road
Darwen
Lancashire
BB3 2DN
01254 701534

Email:

office@turncroft.blackburn.sch.uk
www.turncrofturncrotfnurseryschool.co.uk

“Turncroft Nursery School...The Place for Learning and Laughter.”

Our Mission Statement

“Turncroft Nursery School, the place for learning and laughter.”

Our Vision and Values

We enable children to develop curiosity, perseverance, self-esteem and an awareness of the needs of



others.

We encourage and promote independence and a sense of responsibility. We believe that we are an integral part of the community and we strive to look outwards and so provide broader, more balanced experiences for the children in our care. Our visions and values are at the core of everything we do. They underpin our teaching and learning and provide an environment which prepares our children to be confident, happy, creative young learners and thinkers.

About Our School

Turncroft Nursery School is a Local Authority Educational establishment providing places for children the year prior to starting Primary school, children aged 3-4 years old. We offer both 15 and 30 hour places, either every morning, every afternoon or all day from 8.45am-3.45pm. Please contact us for more information about how this works in practice, please note that there is a ‘top up fee’ of £5 daily to cover the lunch period for 30 hour children.

We have a well-established staff who work well as a team and a very supportive Governing Body. A list of our Governing Body and the various committees is displayed on the Notice Board in the Entrance Hall and on our school website.

We see Turncroft Nursery School as the first stage in your child’s educational journey. We strive to build on the excellent work you have done with your child and together we can help your child develop to their potential. We welcome your comments, help and support and together we can help your child along the life-long road of education.

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Practical Details

Morning session	8.45am-11.45am
Afternoon session	12.45pm-3.45pm

- We open the doors at home time at 11:35 am for the morning children and 3:35pm for the afternoon children. This is so that we can exchange any information with parents.
- Please try to be on time at the beginning of the session so that your child can get maximum benefit from Nursery School. It is important that you also collect your child on time to avoid them getting upset.
- Children must be brought and collected by a responsible adult (aged 16 years+). Please inform staff if someone different is to collect your child.
- We do appreciate a prompt departure after each session as we must fulfil other roles such as, Lunch Time Club and After School Club.

Staff at Turncroft Nursery School

Mrs Berry	Headteacher and Designated Safeguarding Lead
Miss Murphy	Teacher and SENCo Deputy DSL
Mrs McIver	Office Manager
Mrs Roberts	Nursery Nurse & Family Support Co-ordinator (Level 3)
Mrs Fort	Childcare Manager (Level 4)
Miss Atkin	Teaching & Learning Assistant (Level 3)
Miss Rice	Teaching & Learning Assistant (Level 3)
Mrs Molloy	Teaching & Learning Assistant (Level 3)
Ms Woodhouse	Cleaner
Mr Walkden	Site Supervisor

Our names and photographs are displayed in the Entrance Hall, and we all wear name-badges.

Paediatric First Aiders

Mrs Berry	Miss Murphy
Miss Rice	Mrs Roberts
Mrs Molloy	Miss Atkins

Students

We are committed to the training of a variety of students including teacher training, college placements and work experience.

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School Organisation

- 1) Your child will be encouraged to explore all of the different areas of our Nursery School and to work with a variety of members of staff within nursery.
- 2) Your child will be allocated a Keyperson. This member of staff will get to know your child well and will develop a special relationship with them and you. Each Keyperson has up to thirteen children in their group by the end of the school year. You will receive a letter informing you of who this is in July.
- 3) Throughout the session children access the continuous provision resources in school according to their own interests. We often find that our most popular areas include sand, water, bricks, painting, role play and outdoor play. They will be able to experience this both indoor and outside.
- 4) We will also make a home visit prior to your child starting Nursery School. This is a good opportunity to get to know each other a little better, share any relevant information or ask questions.

Starting School

On your child's first day you will be asked to stay with them so that he/she can experience a variety of Nursery activities.

This will also enable you to see our provision, show your child around Nursery School and to talk to staff.

On your child's second day we ask you to leave your child for a short time and gradually build the time up. This sensitive introduction enables your child to settle well and happily.

After approximately one week of attending our school, we encourage all children to come into school independently, with the support of staff. This helps all children in terms of their school readiness and helps them to feel confident and independent. This is all very much dependent on how individual children settle and this will be discussed as needed with parents.

Family Support Co-ordinator

We are fortunate to have a Family Support Co-ordinator at Turncroft Nursery School, Mrs Roberts. Support is available each day, as and when you need it. We also organise information and useful strategies for common issues from toilet training, to behaviour management, so please just ask if you need any advice.

Parent Helpers

We welcome parents' involvement in our nursery. If you would like to volunteer to come in to school once your child has settled in, please speak to a member of staff. Some parents like to come in and bake, are artistic, like to read stories or just help with general play activities.

Child Development and the Curriculum

Our children have an enormous capacity for intellectual development. Each child's background and experience are different and so most of the learning will be on an individual basis.

Three- and four-year-olds are very active both physical and mentally and your child will already have his/her individual personality. Three-year-olds begin to need to experience a sense of self-worth, to be developing self-

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realisation, socialisation, extending their range of contacts with other children and adults and developing positive relationships.

At this age children need a great deal of adult time and attention and our experienced staff give sensitive, appropriate and well-timed support.

Our Nursery School considers the all-round development of your child. Through the curriculum, opportunities are provided which enable your child to; exercise options and express ideas, reflect on experience and information, share thoughts, make decisions, make discoveries and explore and engage in first hand experiences.



Our allocation of time, space and equipment will provide opportunities for your child to develop to their potential, physically, linguistically, intellectually, emotionally, socially and morally. Our sensitivity, perception and interaction can support and enhance your child's learning. Our curriculum in turn will be carefully planned and evaluated and ever growing and changing to meet the needs of all our children.

Our Nursery School curriculum lays firm foundations for future learning.

Planning Our Early Years Foundation Stage Curriculum

There are seven areas of learning and development that must shape educational programmes in all early years' provision. All areas of learning and development are important and inter-connected, these help to shape our curriculum.

Three areas are particularly important for building a foundation for igniting children's curiosity and enthusiasm for learning, forming relationships and thriving.

These are the prime areas:

- Communication and language
- Physical development
- Personal, social and emotional development

We also support children in four specific areas, through which the three prime areas are strengthened and applied.

The specific areas are:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

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Here are the main components of each of the seven areas.

Communication and Language:

- Listening, Attention and Understanding
- Speaking

Personal, Social and Emotional Development:

- Self-Regulation
- Managing Self
- Building Relationships

Physical Development:



- Gross Motor Skills
- Fine Motor Skills

Literacy:

- Comprehension
- Word Reading
- Writing

Mathematics:

- Number
- Numerical Patterns

Understanding the World:



- Past and Present
- People, Culture and Communities
- The Natural World

Expressive Arts & Design:

- Creating with Materials
- Being Imaginative and Expressive

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We plan through a topic-based approach initially. To keep you well informed about the children's activities our plans are displayed on the Notice Board in the cloakroom. This is also displayed on our school website and we send home 'Home Learning Ideas' on Tapestry. Throughout the year we organise several exciting activities and visitors to enhance the children's learning.



Observation and Assessment

Tapestry is an easy-to-use online learning journal. It helps us to capture children's experiences as well as monitor their development and learning. Observations and videos are uploaded by staff when they observe something significant. Once you have 'signed up' to view only your own child's Tapestry you may upload photographs and videos for us and tell us about things your child is doing at home from time to time. We welcome your contributions, information and comments throughout the year.

At the end of the year the Learning Journey record will be a treasured and special memento of your child's time here at school. We do advise that you share your child's Learning Journey record with their receiving Primary School when they start as it will provide them with some useful insights about your child, their needs and interests.

Parent / Keyperson Meetings

After the first half-term which is late October/early November we usually hold meetings for you to discuss how your child is settling in and their progress through their Early Years handbook. Mid July we will have further meetings to discuss progress and your child's transition to Primary School.

Special Educational Needs and Disabilities

We recognise the value of Nursery Education for all children but especially for those with Special Educational Needs and/or disabilities. We regularly liaise with Special Educational Needs agencies and health professionals and give priority to placing these children in our Nursery School. We strive to integrate our children with Special Needs and/or disabilities into the life of the Nursery School and to encourage their participation in activities, special events etc. Children with Special Educational Needs and/or disabilities have the highest priority for admission into our Nursery. All children are visited in their home prior to starting Nursery and these visits are especially valuable in the case of children with Special Educational Needs.

The Special Educational Needs Co-ordinator is Miss Murphy who liaises with the relevant professional agencies that may be involved in a child's development.

All staff support all the children and are aware of those children with sight, speech, hearing, physical, emotional and behavioural difficulties.

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Governing Body

We have a Governing Body who meet every term during the year to discuss school business. The views of parents are important to us and we appreciate feedback and suggestions. Please see the noticeboard in our school entrance to find out who the Parent Governors are. Information is also on our school website.

Equal Opportunities

We believe that equality in our school should permeate all aspects of school life and is the responsibility of every member of the school and wider community. Every member of the school community should feel safe, secure, valued and of equal worth. In our school, equality is a key principle for treating all individuals the same irrespective of their;

- gender
- ethnicity
- disability
- religious beliefs/faith tradition
- sexual orientation
- gender reassignment
- sex
- age

These are the eight protected characteristics (Single Equalities Act 2010).

Child Protection

We recognise that we have a pastoral responsibility towards our children and their welfare is paramount. Parents should be aware, therefore, that where it appears to us that a child maybe at risk, we are required, as part of local Child Protection Procedures, to report any concern to the Social Services Department **immediately**. The Designated Person for Child Protection is Mrs G. Berry and the Deputy Designated Persons is Miss Murphy, but all staff are trained in Safeguarding procedures.

Please be aware that we cannot allow a child to be collected by someone who is or appears to be under the influence of alcohol and/or drugs. If such a situation arose, an alternative contact would be sought to collect the child.

Please see our school website where the Safeguarding Policy can be found in its entirety.

Accidents

If your child should have an accident, we will inform you of the incident when they are collected. If they have bumped their head, you will be given a letter which includes important information on signs to look for following this kind of accident. The school has named first aiders who deal with most accidents; however, we will use emergency services if necessary to take a child to A & E. If you need to leave any medication with us, you must first discuss this with a member of staff and then sign a consent form if we are permitted to administer this medication.

Please inform us of any allergies your child has.

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Unexpected School Closure

The decision to close our school is never taken lightly. However, if we should have to due to adverse weather conditions or unexpected circumstances an announcement will be made from approximately 7.30am on the following radio stations.

- Radio Lancashire
- Capital Lancashire

We will also put this information on our school website

www.turncroftnurseryschool.co.uk and send a message via ‘Tapestry’ our online journal.

Absence from school

If your child is absent, could you, please telephone school before 8:30am on: -**01254 701534**

If we do not hear from you, we will telephone you to find out if your child is unwell for our register records.

Prolonged and unexplained absences of more than four weeks may result in the loss of your child’s place in the Nursery unless this has been previously arranged and discussed with the Headteacher.

Please let us know if you change your address, telephone number or place of work.

It is essential our records are kept up to date in case we need to contact you urgently.

Illness

If your child is unwell and/or infectious then please keep them at home, as we all have a responsibility to contain any further outbreaks.

With sickness and diarrhoea please keep your child at home for a minimum of 48 hours from when their illness commenced.

Should I keep my child off school?

Yes	Until...
Chicken Pox	At least 5 days from the onset of the rash and until all blisters have crusted over
Diarrhoea and Vomiting	48 hours after their last episode
Cold and flu like illness	They no longer have a high temperature and feel well enough to attend.
Impetigo	Their sores have crusted and healed, or 48 hours after they have started antibiotics
Measles	4 days after the rash first appeared
Mumps	5 days after the swelling started
Scabies	They’ve had their first treatment
Scarlet Fever	24 hours after they started taking antibiotics
Whooping cough	48 hours after they started taking antibiotics

No...but make sure that you let nursery know about...	
Hand, foot and mouth	Glandular fever
Head lice	Tonsillitis
Threadworms	Slapped cheek

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Head lice can be common in children of school age and can easily spread. Please check your child’s hair using a fine comb on a regular basis and inform us if you suspect head lice may be present and treat if necessary. We will inform you via letter if we suspect head lice are becoming more common to minimise any potential spread.



Snack Time and Healthy Bodies

We hope to encourage our children to develop positive attitudes towards becoming healthy, happy members of the community by;

- Offering a range of snacks to your child which are nutritious and healthy
- Offering milk or water
- No other snacks or drinks are to be brought in for snack time
- Offering access to the outdoor area daily and music and movement sessions indoors
- Teaching about healthy foods, keeping safe, respecting others, their faiths and cultures
- Baking in school and taking biscuit and cakes home to eat at an appropriate time, then teeth can be cleaned
- Please note that we are a **NUT FREE** School

How Can You Support Your Child’s Learning and Development at Home?

- Talk to your child about starting nursery school, meeting new friends and playing with lot of things
- Encourage your child to tidy up and respect their own and others belongings
- Encourage your child to put on, and take off their own coat
- Please clearly name all your child’s belongings
- Encourage your child to use the toilet independently and wash their hands

It is expected that your child will be fully toilet trained when they start in Nursery school. We appreciate there may be accidents every now and again and that all children develop at different rates. All children must bring a change of clothes-they may have an accident, spill something or end up wet when playing out. If, however you are struggling to toilet train your child, please speak to your child’s Keyperson and they can work alongside you to resolve this as soon as possible.

Please help us...

- We are always in need of empty boxes, yoghurt pots, lids, wool, and old birthday/Christmas cards etc...please note we are not able to accept cardboard toilet rolls for hygiene reasons or medicines boxes.

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- When your child has a birthday, we celebrate and give your child a card and sing to them.
- We ask that parents kindly refrain from bringing in birthday treats to be shared with the children as we encourage healthy eating.
- We discourage toys and jewellery being bought from home because if they get lost, this causes the children distress, and we ask you to support us in this

- Please let us know if your child has special dietary needs or allergies
- We welcome babies, toddlers and children into school. We do however kindly ask that on collection of your child at the end of the session you leave your pram in our Pram Shelter due to our narrow thoroughfare.
- Please do not use the Staff Car Park because we need to have easy access for Emergency Services and for staff needing to leave the building. Please do not park on the yellow zig-zag lines or block our neighbours' driveways. We have regular visits from the Traffic Wardens who monitor this. This is for everyone's safety.
- Mrs McIver runs the Library each Tuesday, this will start at the end of September, please remember to return your child's book each Tuesday.
- In sunny weather please apply sun cream to your child before he/she comes to school. We have sunhats the children can wear in school and seek to provide shade outdoors on hot days
- Please do not ask staff to be your 'friend' on social networking sites such as Facebook, it is against our school policy.
- Throughout the year we have fund raising events, to raise money for nursery equipment and



improvements, please support us.

- Children sometimes bring pieces of equipment, e.g. a jigsaw piece home. Could you return them to school, otherwise we lose a valuable resource, thank you.

Extending Services

We believe that Turncroft Nursery School is a partnership with home and that together we can support you and help your child to develop.

To achieve this, we offer these additional payable services;

- Breakfast Club
- Lunchtime Club
- After School Club

You may wish your child to attend some or all of these services, which provide care, fun and learning in the accustomed environment of school.

Fully qualified staff organise this provision, this will help prepare your child for the longer hours of formal education at Primary School.

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School is open 8.00am – 5.30pm, term time only.



Snack Fund

We ask for a voluntary donation of £2.50 each week. We collect contributions each **Monday**, but monies can be handed in at any time to staff. We rely heavily on this to keep up a high standard of provision and to enhance the day to day experiences your child has in school. This money contributes towards such items as snacks, baking, flowers, plants, bulbs, parties, Christmas and, books for the library, entertainers and many other exciting things.

Toothbrushing

We are part of Blackburn with Darwen Council’s supervised tooth brushing programme for children and would like to invite your child to be involved in **free** tooth brushing with fluoride toothpaste once a day at school. Your child will be brushing their own teeth under the supervision of the school staff. It is important to stress that this session is not intended to replace tooth brushing at home. Our aim is to help support and reinforce what you are already teaching your child. A letter is enclosed in your pack- you only need to return this if you DO NOT want them to participate.

Clothes

Please do not send your child to school in their ‘best’ clothes. “Messy” activities are an important part of the day and the children’s activities may be limited if they are afraid of getting dirty. Please send your child to school in clothes they can easily cope with when going to the toilet. Dungarees, jeans and belts are very difficult for young children to manage and should be avoided.

We have Nursery School Sweatshirts and Polo Shirts with the School Logo on them to purchase. They are very hardwearing and a reasonable price. Order forms are included in your pack.



Travelling to and from School

Children always need to be supervised by a parent/carer. Please be aware of safety when unloading your child from the car. Be sure to use the pavement side only. Please do not park on the zig-zag lines or park across our neighbours’ driveways. Please note that Highfield Road is often used by large vehicles such as lorries and vans which require a wide berth, therefore please do not ‘double-park’ outside school.

You can park on the Timack factory car park on Begonia Street which is just around the corner from school; many parents tell us this is a good place to park.

If you have any questions please ask a member of staff, we are always happy to help. We look forward to sharing your child’s learning journey.

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