

Perry Beeches Nursery School

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Website: perrybeeches.sch.life

Welcome to Perry Beeches Nursery School!

I hope that you and your child will be very happy in the nursery and that they will enjoy the many rich and varied experiences and opportunities that nursery education can offer.

A good relationship between home and school is a significant aid to a child's positive early experiences of education. We work hard to foster and develop our relationship with you and your child, as they begin their school journey. We enjoy sharing experiences and information and you will always receive a warm welcome. Staff are always happy to talk to parents. The best time is usually at the end of the session, however if you want to discuss something privately, please make an appointment with your child's teacher. If at any-time you are worried about your child, staff are always available to discuss any matters of concern.

Perry Beeches Nursery School is a purpose built LA maintained nursery school, financed by Birmingham Education Authority. We have provision for up to 104 children aged 3 and 4 years old. Children can attend either on a part-time or full time basis (30hrs for eligible working parents). It is staffed by qualified teachers and teaching assistants.

The nursery school is not attached to any primary school and feeds many different local primary schools.

Mrs Helen Masaun

Head Teacher



Philosophy of the School:

We believe it is our responsibility as educators to present a way of life that helps children discover their uniqueness. The school recognises that small children absorb everything around them. We therefore aim to facilitate their education in such a way that their natural curiosity and thirst for knowledge are fostered and extended. This is supported through experimenting, playing, stories, language activities and a variety of learning experiences. It is our role to enable this process to take place in a secure yet stimulating environment.

Continuity and progression is achieved by acknowledging and valuing children's pre-school experiences, by involving parent's in their children's school activities and by liaising closely with those responsible for the next phase of their education. We aim for our children to be able to mix and communicate confidently with adults and other children, in order to achieve independence in many aspects of their learning.

The school's philosophy is based on valuing others and the stimulation of the children's awareness of a global society, being aware of self, valuing friendships, appreciating differences and developing tolerance. This results in children who become enthusiastic learners and who approach each new problem and situation with energy, excitement and a sense of self-belief.



Aims and objectives of the school

Aim: To provide a happy, safe and secure learning environment in which all individuals develop and flourish.

Objectives: To enable growth in the main areas of development.

There are seven areas of learning in the Early Years Foundation Stage (EYFS) that are split into two main groups:

Three **prime** areas:

- Personal, Social and Emotional Development (PSED)
- Communication and Language (CLL)
- Physical Development (PD)

And four **specific** areas:

- Literacy (L)
- Mathematics (M)
- Expressive Arts and Design (EAD)
- Understanding the World (UW)



The Curriculum

The Curriculum of the school is designed to help achieve these objectives. In a nursery school the curriculum is embodied in activities rather than set lessons or separate subjects. Children learn through play at this stage – indeed play is the child's work. Unless children have acquired a task-like attitude to play it will be difficult for them to adjust to the more structured environment of the primary school. It is important, therefore, that play in the nursery school should not be haphazard, or totally spontaneous. Our aim is to strike a balance between spontaneous play and structured or guided activities.

We help children become effective learners by:

- Making them feel secure and valued.
- Providing a safe, stimulating and exciting environment.
- Always presenting a positive role model.
- Appreciating differences
- Providing them with creative and imaginative activities that promote the use of language.
- Giving them time to explore ideas and interests.
- Encouraging them to initiate activities
- Appreciating the different ways and rates in which they learn.
- Encouraging them to learn from each other.

Staffing

All staff in the nursery school are highly qualified. Children are taught by teachers and teaching assistants. We have also been chosen to be a training establishment and train teaching students.

Staffing at Perry Beeches Nursery School

Headteacher	Mrs H. Masaun
Assistant Headteacher	Mrs A. Champness
Assistant Headteacher- SENDCo	Mrs L. Hawkins
Early Years Teacher	Mrs N. Solomon
Teaching Assistants	Mrs A. Swift Miss C. McManus Mrs S. Nash Mrs K. Balu
Office Manager	Mr J. Guy
Clerical Assistant/lunchtime supervisor	Mrs A. Mills
lunchtime supervisor	Mrs H. Fox
Music Teacher	Mrs S. Buntin



Assessment

Your child's progress is continually assessed, through daily observations. We also use the Wellcomm toolkit to support our language assessments. If any problems are identified, these will be discussed with you and, if appropriate, specialist help will be given. You may discuss your child's progress with the teacher at any time. More formal opportunities to discuss progress are also provided with parent teacher consultations held throughout the year.



Special Educational Needs

All the children have an equal entitlement to learning opportunities and those who may experience learning difficulties will be supported in partnership with parents and other agencies if necessary. There is a Special Educational Needs Co-ordinator within the nursery, who will ensure that children will have support as outlined in the code of practice for Special Educational Needs.

For further information about the school's Special Educational Needs Policy, Disability Equality scheme and Accessibility Plan, please see your child's teacher.

Equal Opportunities

The school's philosophy is based on valuing others and the stimulation of the children's awareness of a global society. We oppose social, religious, cultural, racial, gender and ability discrimination.

Child Protection

Our prime concern, at all times, is the safety and well-being of the children in our care. We follow Birmingham City Council guidance and procedures for the reporting of child protection matters. All staff are checked through the Disclosure and Barring Service (DBS). All staff have current safeguarding training. Where there are concerns about a child's welfare, there may be a need to contact other agencies without first notifying parents or carers. This is a legal obligation and not a personal decision. The decision will be made in partnership between the Education Services and Social Care Services. The Designated Safeguarding Lead (DSL) is the Headteacher, Mrs Masaun

Security

A C.C.T.V camera protects the school. All entrances are continuously monitored on video screen and recorded. All entrances have coded locks and remain closed throughout the day. No child is ever unsupervised indoors or outdoor. At dismissal time, at the end of the session, a member of staff ticks the child's name from the 'dismissal list' as the child is handed over to the parent/carer. If someone else is to collect your child, please tell the teacher or ring the office to say who this will be. Parents are asked to nominate a "password" for collection and anyone else collecting your child will be asked to give staff the password when they collect. Children will not be allowed to go unless these arrangements have been made. Siblings must be 16 years old before they are able to collect children.

For security reasons we open the front door only at the start and end of sessions.

If you are a little early we have a sheltered area, with seating to the side of the building. There is also a covered pushchair park in the same area.

Attendance

We pride ourselves on a high level of pupil attendance. Attendance registers are kept daily, if your child is not able to attend please notify the school office by 9:30 am. Staff are required by law to record a reason for absence in the class register so parents are responsible for letting the school know. The office number is 0121 360 2199



School Uniform

This is optional. Sweatshirts and cardigans carrying the school logo are available for purchase at a reasonable price. As part of their learning experience the children will use glue, paint, mud/soil, etc. Please do not dress your child in their best clothes as we are sure they will sometimes get messy! Children should be dressed in clothes they can manage themselves, e.g. jogging bottoms. You must provide a spare set of clothes in case your child gets wet or muddy or has any toileting accidents. These can be kept in a named carrier bag hung on their coat peg. The nursery is not able to supply spare clothes.

Please remember to put names in all belongings, including hats, scarves, shoes and wellies!

Outside Play

Outside play is a very important part of our curriculum. Perry Beeches Nursery School has an excellent outside learning environment, which is constantly being developed. All children have an opportunity for daily outside play, in all types of weather! Please send your child in appropriate clothes suitable for the weather conditions and provide a pair of named wellies that can be kept at Nursery to be used when needed.



Times of the day

Children attending full-time: **8:40 - 2:40**

Children attending mornings only: Mon, Tuesday, Thu and Fri **8.40 – 11.40**

Wednesday **8:40 – 11:00** (Please note earlier finish time)

Children attending afternoons only: Mon, Tues, Thu and Fri **12.20 – 15.20**

Wednesday **13:00 – 15:20** (Please note later start time)

Doors will open 10 minutes before the end of each session to allow parents a flexible collection time.

Drinks & Snacks

A small carton of milk and water are provided each day. Milk is available for children to take home at the end of the session. Water is available throughout the session. We would request that children bring a filled plastic drinks bottle into school daily. Staff will support to ensure that the children are accessing water throughout the day. Please label your child's bottle. All children are given a morning or afternoon snack. This is usually fresh fruit or toast.

Lunch Time

Children staying all day bring a packed lunch to school. During lunch time children are supervised both by nursery staff and lunchtime Supervisors. We consider this to be a very important, social time of the day. Good behaviour and table manners will be taught. Sweets, chocolate products and fizzy drinks are not allowed in lunch boxes. Children are encouraged to eat their lunch but NEVER forced . Uneaten food will be left in the lunch box for you to monitor. Please do not include nuts or nut related products such as Nutella or Peanut Butter, and due to a staff allergy we request no foods containing mushrooms are sent in. For safety reasons, we would like to highlight that whole grapes, cherry tomatoes and small sausages are a potential choking hazard for children. The size of the foods could block a child's airway. We therefore ask you to cut grapes, sausages and small tomatoes in half lengthways, before placing them in lunch boxes.



Below are some good examples of a healthy packed lunch to give you some ideas...



Lunch boxes are all stored on a trolley, so we ask that parents avoid using large back packs or bags.



School Fund

Perry Beeches Nursery School provides free nursery education for your child. We do, however, ask for a small contribution per week of £1 for part-time children and £1.50 for full time children, to be paid half termly. This includes the drinks and snacks provided and is also used to pay for small day-to-day expenses e.g. cooking ingredients, & playdough, as well as larger equipment. Visits by the Animal Man, Theatre groups and entertainment etc. are also paid for from fund, as is our Christmas treat and parties. It is also used to subsidise our school trips. Your voluntary contributions greatly help to enhance and enrich the opportunities we can provide for the children, and we thank you in advance.



First Aid

Young children occasionally have accidents while playing. Accidents are treated and recorded. A written record will be given to parents. All staff have current First Aid certificates.

Health Matters

Children suffering from sickness and/or diarrhoea should be kept at home for at least 48 hours after the symptoms have cleared to ensure that infection does not spread. If your child has been prescribed medication it is advised that they are kept at home for the first 24 hours.

Information and guidelines relating to Covid-19 will be issued as Government guidelines change.

Inhalers, Allergy medication & Prescribed Medicine

Children who need inhalers and/or allergy medication must always have it with them. This should be given to your child's teacher and a care plan completed. Staff will administer inhalers recording the dose, date and time given. Staff are only able to administer medication prescribed by a doctor with a prescription label on it.

Personal Insurance

The city carries no personal accident insurance on behalf of pupils. Parents who feel that this type of insurance cover is necessary for their children are advised to take out an appropriate policy with an insurance company. The personal property of pupils brought into school is not insured by the city. It is the responsibility of parents to ensure that such items of value are adequately insured through their own private policies. It is sensible to leave valuable items at home. The fact that the city does not have insurance cover in respect of personal accidents to pupils or their personal property would not of course affect its legal liability should it have in some way been negligent.

Photographs

Photographs are taken by the staff of special events, children playing, etc. as a matter of course and parents enjoy seeing them displayed. These do not leave the school premises or appear on the Internet without parental approval.

If you have any concerns about your child being photographed please speak to the class teacher.

Complaints Procedure

If you should have any concerns about the education your child is receiving please do not hesitate to come into school and discuss them. Most concerns can be resolved by talking to the relevant teacher and this should be your first action. If after a discussion with the teacher you feel that your concern has not been satisfactorily addressed, then you need to speak to the Headteacher, or Assistant Headteacher, who will try to resolve the matter.

Governing Body

The School has a legally constituted Governing Body. As a corporate body they carry responsibility for the strategic management of the School, enabling the Headteacher and staff to run it effectively on a day-to-day basis.



Safety Points

The safety of your child is our main concern. The main entrance to the school is situated on the Beeches Road which is a very busy road. This gate should be closed at all times to ensure your child's safety. This is especially important for parents to remember when they are delivering and collecting a child.

Please ensure your child's safety by closing the gate.

For safety reasons, **jewellery should not be worn in school**. However, stud earrings are permissible.

Dogs are not allowed on the premises – for obvious health and safety reasons.

No Smoking – smoking is not allowed anywhere on school premises.

Mobile Telephones – must be switched off when inside the school building.

Here Are Some Ways You Can Help Your Child:

- Be generous with your time – listen and talk to him/her.
- Read stories and talk about the pictures.
- Name and teach colours.
- Teach them how to dress themselves – especially coats.
- Show them how to use the toilet – including flushing the toilet and hand washing afterwards.

Here Are Some Ways You Can Help Us:

Put names on children's clothes (especially school sweatshirts and cardigans).

Dress children in easy to handle clothing – easy to undo and do up. A child may need to use the toilet urgently and belts and braces can cause problems. Leisure or tracksuits are ideal. Please send children with mittens rather than gloves in cold weather.

Do not dress children in "best" clothes. Nursery school activities involve energetic outside play and messy indoor activities like painting, pasting, etc.

Primary School

During the Autumn Term a letter will be sent to you from the Local Authority asking which primary school you wish your child to attend. You will need to return the form by the date given, usually early January. If you are undecided about where you want your child to go, may we suggest that you make an appointment to see the Headteacher, so that you can have a look round the school and discuss the facilities available - but do not delay in returning the form. If you do not receive this letter please ring 'Admissions and Appeals' on 0121 303 1888, who will send you an information pack.

The school encourages everyone connected with the nursery to walk to school in order to increase physical activity and to decrease childhood obesity, urban congestion and air pollution. To find the best route, go to website www.schooltravelwise.org.uk.

FAIR PROCESSING NOTICE

General Data Protection Regulation

Perry Beeches Nursery School holds information on children in order to support their development, to monitor their progress, to provide appropriate pastoral care, and to assess how well the nursery as a whole is doing. From time to time the nursery is required to pass on some of this data to Local Authorities, the DfE and to agencies that are prescribed by law, such as Ofsted. Access to this information is strictly limited to those who need it to do their job.

Any information you give will be processed electronically and stored on computer for administrative purposes in accordance with the General Data Protection Regulation (GDPR) 2018 Article 6 'Lawfulness of processing' and Article 9 'Processing of special categories of personal'. If you would like more information about how the DfE use your information, then please go to the following website:

www.gov.uk/guidance/data-protection-how-we-collect-and-share-research-data

