

# 2023 ST DAVID'S NURSERY HANDBOOK



St. David's Primary School  
4 West Pilton Crescent

Edinburgh, EH4 4HP.

School Telephone Number: 0131 332 3500

# WELCOME!



Welcome to St. David's Nursery Class! Starting nursery is a major step in your child's development and we work closely with parents and carers to make the transition from home to Nursery as smooth as possible.

Our Staff are committed to creating a safe, happy and stimulating environment where each child is treated as an individual and encouraged to achieve his/her full potential.

We seek to promote active partnership between home and school. Staff are committed to working with parents to solve problems and put things right if concerns are raised. Please do not hesitate to contact us if you have any concerns regarding your child.

We hope you find the information in this handbook informative and relevant, please speak to staff if you have any questions!



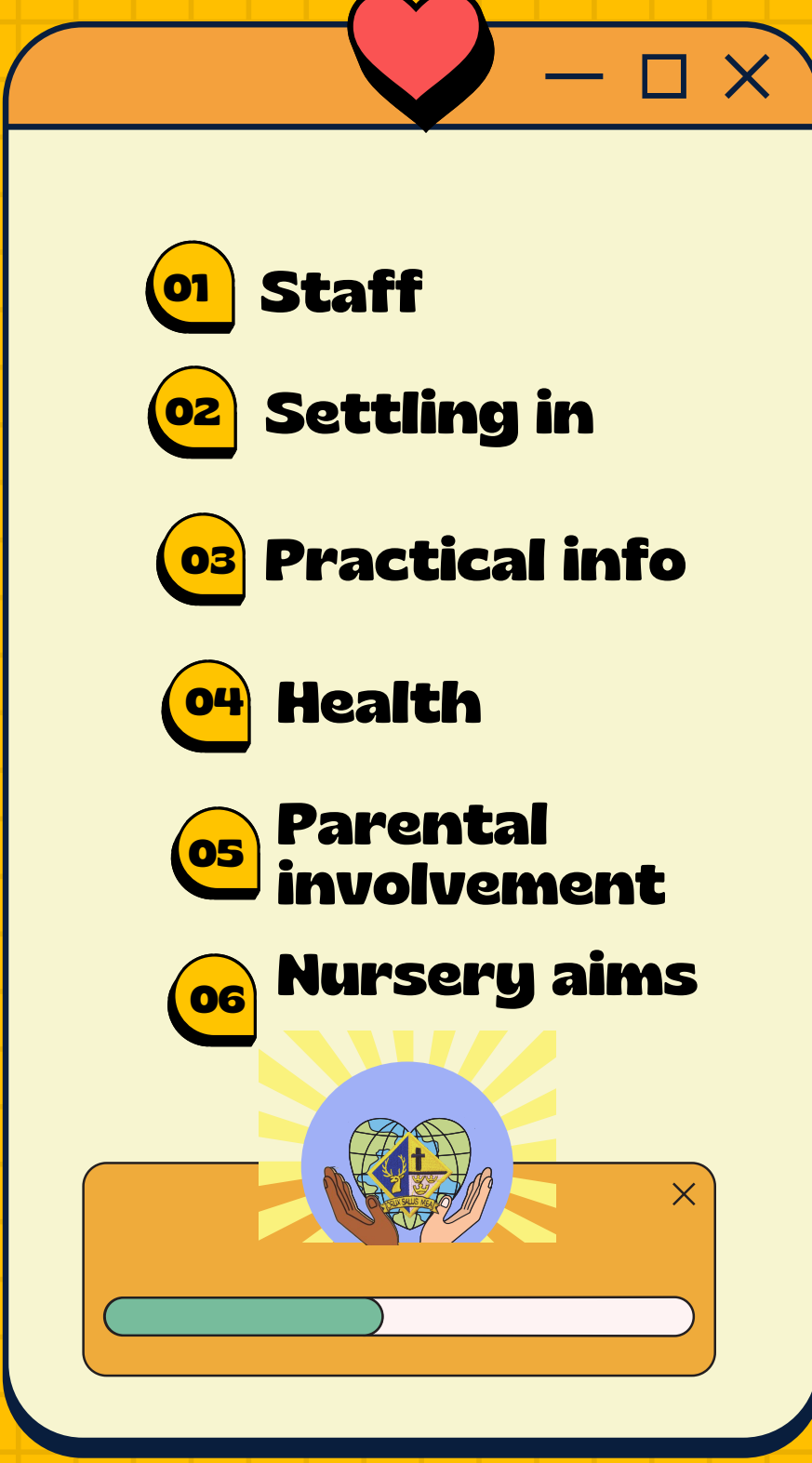
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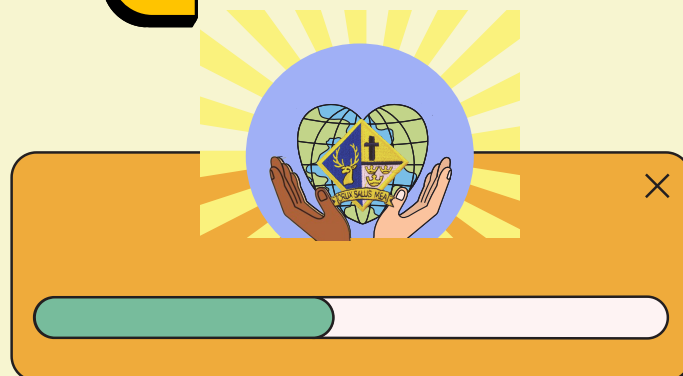
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# STAFF

Acting Head Teacher	Angela Burgess
Acting Deput Head Teacher	Shannon Thorpe
Principal Teacher	Caitlin Brownlie
Early Years Officer	Rachel Smith & Charlene Hunt
Senior E-Y Intervention Officer	
Early Years Practitioners	<ul style="list-style-type: none"><li>- Balbinder Singh</li><li>- Emma Fraser</li><li>- Betty Gonzalez</li><li>- Teresa Guthrie</li><li>- Ellie Finlayson</li></ul>
Modern Apprentice/ Trainee	<ul style="list-style-type: none"><li>- Holly Russell</li></ul>
Early Years Assistant	<ul style="list-style-type: none"><li>- Angela Munro</li><li>- Demi Hannah</li></ul>
Domestic Assistant	<ul style="list-style-type: none"><li>- Lynsey Bowen</li></ul>
Visiting EAL Nursery Nurse	<ul style="list-style-type: none"><li>- Ania Mika</li></ul>





# SETTLING IN

Before your child starts nursery, we will invite you both for a visit. We will show you around and help you to complete the necessary paperwork.


Every child is different and takes a different amount of time to settle in. Some children settle in very quickly at nursery, some take a little bit longer. Our aim is to work with you to help your child to settle happily. We may ask you to stay for the first few days, this will gradually build up until your child is comfortable.

We will be flexible and work with you so that each child has the time and support necessary to settle in securely and attend a session happily on their own.

Our Nursery times are:  
**Monday - Thursday: 8.30-3.15pm**  
**Friday: 8.30- 12.00pm**



**02**



# PRACTICAL INFO

**We aim to keep you involved and up-to-date with what is happening in Nursery through:**

- Notices in the cloakroom
- Newsletters
- Displays in the cloakroom showing children's learning
- Written reports once a year
- Leaflets and information sheets
- Offering workshops
- Parent Consultation appointments
- Access to your child's online Learning Journal
- Reviews of your child's 'care plan'

**Parents and carers' opinions and ideas matter to us. We try to encourage this by:**

- Being available to chat at drop off and pick up times.
- Being able to meet with you to discuss your child's needs, interests and achievements.
- Sending out questionnaires.



# PRACTICAL INFO

**Children will be encouraged to dress themselves. Clothes worn should be suitable for both indoor and outdoor play. Ideally, they should wear:**

- Comfortable clothes which are easily fastened
- Slip on or Velcro indoor shoes.
- Outdoor shoes which are easy for them to put on and take off by themselves.
- Clothes suitable for the season e.g warm jackets, scarves, hats and gloves in the winter. Sun hats, long sleeves, sun cream in summer, etc.
- Wellington boots and waterproofs for wet/muddy activities. (We have full rain sets in a range of sizes to use at nursery, so please don't worry if you do not have your own.)

It is useful if your child has a named bag on their peg which contains a change of clothes in case of accidents, although we do have clothes they can borrow in nursery.

**Please mark all items of clothing and footwear with your child's name!**



# HEALTH



Please advise the Nursery on day one if your child has a medically identified allergy to a food/drink, or if your child cannot eat certain foods for cultural/religious reasons.

If your child is feeling ill or poorly it is usually much better for them to be at home rather than in the busy workplace of a Nursery class.

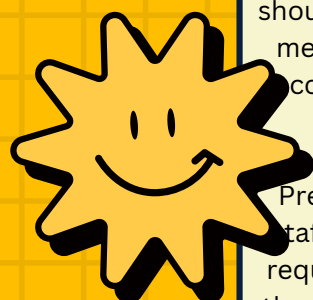
Very often children will say they want to come even though they may have been unwell during the night. Please judge carefully. Children do not get the best out of Nursery if they are not feeling 100%.

Please let us know by telephoning the Nursery or School if your child is to be absent through illness.

If a child has sickness or diarrhoea, you must allow at least 48 hours clear from symptoms before returning to Nursery, especially if it is an infectious disease.

Parents have prime responsibility for their children's health and should provide the Nursery with information about their child's medical condition. If your child has a medical need you must complete a medication form on Day one and hand it to the office.

Preventative inhalers (blue) must be handed to a member of staff and will be kept in a locked drawer. It is important that if required, your child has a labelled inhaler for Nursery use. It is the parent's responsibility to ensure that these are renewed as necessary.





# PARENTAL INVOLVEMENT



Parental involvement is welcomed and encouraged in our Nursery. We welcome ideas and suggestions for improvements from parents.

A suggestion box is in the cloakroom. We also invite all parents to volunteer to become parent helpers in the Nursery.

Current tasks undertaken by parent helpers are:

- Escorting children on educational visits.
- Reading stories to children in their home language.
- Sharing a skill or talent with the children: e.g. playing an instrument/singing/baking.

Please let us know if you have the time and would like to help in any way. Thank You!



# NURSERY AIMS

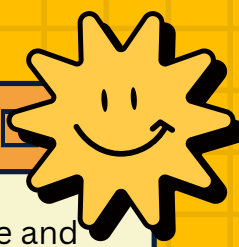

St. David's Nursery class always puts the best interest of the child first. We aim to work in partnership with parents and other professionals in developing children's learning

We believe in inclusion and accommodate all children within our Nursery setting. We work closely with other health professionals like your Health Visitor and from time to time may discuss your child's progress with them, you will be kept informed of any discussions about your child.

We work hard to ensure that children leave our Nursery happy, confident, independent, eager to learn and keen to start School. In our efforts to achieve this, we follow the aims, experiences and outcomes of the Curriculum for Excellence.

- Provide a safe and stimulating environment in which children can feel happy and secure, learning successfully through their play.
- Encourage the emotional, social, physical, creative and intellectual development of children to help them become confident individuals.
- Encourage positive attitudes to self and others and develop confidence and self-esteem.
- Encourage children to explore, appreciate and respect their environment.
  - Provide opportunities to stimulate interest and imagination.
- Extend children's abilities to communicate ideas and feelings in a variety of ways.





# POSITIVE BEHAVIOUR

Staff encourage children to share and express their needs and feelings and find positive ways to solve their problems. We help children to do this by:

- Dealing with problems in a calm and consistent way.
  - Praising and rewarding good behaviour.
- Involving children in creating simple Nursery rules.
- Supporting children in solving conflict.
- Being approachable and consistent in our behaviour management approaches.
  - Explain and model acceptable behaviour.
- Help children to find positive ways to deal with their feelings.
  - Re-focus them on choosing a more positive activity.
  - Support them to try and resolve conflict situations.



## THANK YOU

We hope this booklet has been of use to you, please remember if you have any questions, suggestions or comments please let us know and we will be happy to help!

