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# Springfield Primary School



Information for Parents and Carers of New Starters in Nursery.



Cavendish Street, Sheffield, S3 7RZ 0114 2723455 email  
[enquiries@springfield.sheffield.sch.uk](mailto:enquiries@springfield.sheffield.sch.uk) **Welcome to**

### **Springfield Primary School!**

Your child will soon be joining Nursery class at Springfield Primary school where Mrs Abdillahi will be the class teacher. This booklet is intended to help you and your child prepare for this important step and give you the information you will need about the year your child will start in Nursery. It will also give you some ideas about how you can support your child with learning at home.

## **Our School Community**

Our school is diverse in terms of religious backgrounds, ethnic origins, languages and cultures. We value every child and celebrate the diversity in our community.

## **Springfield Ethos**

- Through our supportive ethos, our children feel safe and secure to learn and achieve and develop self respect, self worth and self determination.
- We challenge children to recognise and meet their full potential through clear expectations, reflecting different learning styles and hands-on inclusive experiences.
- We make it our responsibility to provide a creative curriculum. It is individual to our children with inspirational ideas. It is effective in building on prior knowledge, using the local and global community resources.
- Through family support and family learning we aim to build successful families.

## **Springfield Vision**

Through respect for all, learning in a safe and supportive community, we celebrate our diversity and reach for success in all we do.

## **An introduction to some School staff at Springfield School:**

Senior Leadership team	Mrs Linda Joseph <b>Headteacher</b> / Safeguarding	Mrs Sally Holder <b>Co-Head teacher/Deputy Head Teacher</b> /SENCO/ Safeguarding	Mrs Donna Pycroft <b>Assistant Head Teacher</b> KS1/ EYFS leader/Safeguarding	Miss Anna Tejada Class teacher and Curriculum Leader. KS2 Leader	
Class teachers	Mrs. Muna Abdilahi Nursery teacher		Mrs. S. Aktar/ Mrs K. Shikabonga Reception Class teacher		
Teaching assistants	Mrs. Angela Ryan Reception and Nursery Learning Support	Mrs. Kirsty Loton Reception and Nursery Learning support	Miss. Noor Nasser Reception, Nursery and Language support	Miss. Franchesca Cawley Reception and Nursery Learning support	Mrs. Ann Hatton Ks1 Learning support and HLTA Miss Jenifer Chan Ks2 learning support and HLTA
Office staff	Joanne Hannay Office Manager	Kim Kilham-Heeks Clerical Assistant/Receptionist	Hannah Smith Learning Mentor/ Safeguarding		

### Nursery Routines

**Morning session: Start: 8.45am- Finish: 11.45 am Afternoon session: Start: 12.15pm- Finish: 3.15pm**

**Registration:** Children enter school through the Bolton Street entrance and will be welcomed by a member of our Early years team. This entrance is used for collection at the end of the morning and afternoon sessions at 11.45am and 3.15pm.

**Safeguarding:** It is important that staff are aware which adult is dropping off and collecting your child. For safeguarding reasons, we will not let your child go home with any adult which has not been identified by parents/carers. Please make sure that if your contact details change, that you inform school immediately. It is important that we are able to contact you quickly in the event of an emergency. Inform the school office of the changes.

**Snacks:** We provide fresh fruit and milk free of charge. We encourage children to drink water during the day throughout the year. Special considerations can be implemented for children with medical needs/allergies etc-please see Joanne Hannay-Office manager for details

**Lunch time:** Children need to bring a packed lunch if they stay for lunch. **Lunch Club Supervision is charged at £4.75 per day.**

**Payment in Nursery:** Children are entitled to 15 hours free entitlement due to Government policy. (This can only be claimed once in the case where pupils attend more than one Nursery setting). This is generally offered as 5 morning or 5 afternoon sessions however, in some circumstances we will offer the entitlement as 2.5 days. Additional hours- beyond the 15 free hours- are to be paid for. These additional hours will be assessed on an individual basis. Providing free entitlement is our priority. Additional allocated sessions must be paid one week in advance. Cheques need to be made payable to '**Sheffield City Council**'. Receipts will be given when money is received. If there is a failure to make payments, the additional hour's service will be cancelled. **Extra hours are £ 4.75 per hour (£ 14.25 per session). All payments for Lunchtime supervision and additional hours are to be made at the Main school Office.**

**Absences:** Un-notified absences will be charged at full amount. There will be no charge if cancelled due to illness, if school is notified. Please contact us in notification of long-term illness. Un-notified family holidays or extended leave will be charged.

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## The Curriculum for Children in Nursery

At Springfield Primary School, pupils in our Nursery and Reception Class follow the Early Years Foundation Stage (EYFS) Curriculum.

The EYFS Profile is broken down into seven specific areas of learning:

- Communication and language
- Physical development

### Group time:

Each day the children will come together to be taught in small groups. They will learn songs and rhymes; listen to stories; learn to recognise letters sounds and develop counting skills.



### LEARNING IN NURSERY COUNTS (LINC)s

Every week for morning and afternoon children. Please see Nursery staff for more information.

This is a Parent and Child workshop to help your child count and learn early maths skills. Come and make a maths game to play at home with your child.

- Personal, social and emotional development (PSED)

- Literacy

- Mathematics

- Understanding the world

- Expressive arts and design

Our learning takes place indoor and outdoors through carefully chosen activities which relate to these areas of learning.

**Each half term, we will send home newsletters which will outline our topics and what we will cover from the curriculum.**

### Nursery Library



We recognise the importance of reading to children and having a special time to share stories. Library time in Nursery is every Week for morning and afternoon children. Please bring your child's book and bag to Nursery on a Wednesday and you can borrow a book to read to your child at home.

### Outdoor Learning:

Outdoor play is an important part of the Early Years Foundation Stage curriculum. As well as routine lunch time play outdoors, the children in Nursery have access to an enclosed outdoor play area throughout the year and suitable activities are organised to support all areas of learning in this environment. Children go outdoors in all weathers so it is important coats, hats, etc are brought to school each day. In sunny weather sun cream needs to be applied before school so your child is protected against the sun.



**Parents/carers as partners working together.**

As your child starts in Nursery, this is the beginning of a partnership between your family and Springfield School. We believe it is important to listen to parents and carers; close links with parents and positive partnerships underpins successful learning and development in the Early Years. We encourage all parents/carers to come into school, talk with staff and share experiences. We fully recognise that you can make an extremely valuable contribution to your child's progress at school, and help assess your child's current needs and next steps in learning.

**Key worker meetings:**

Key worker meetings with parents are arranged once a term to give parents valuable time with the Nursery staff to discuss your child's learning. The progress your child is making is shared and targets are set to help your child in their development.

Keyworkers

Muna is the key worker for



Busy Bee

Group.

Fran/Noor is the key worker for

Clever Caterpillar

group.



Each key worker supports their key worker children in learning by making observations of them as they play. A file of their achievements is kept in the Nursery and this shows their stages of development.

You are welcome to look your child's file; hanging on the rail in Nursery. Young children enjoy seeing themselves in the books and love to show their family all they have been doing.



## How you can help prepare your child for Nursery.

You can help your child settle more easily into Nursery by encouraging early independence. It would be very helpful if you could support your child to do the following things:

<p><u>Self-help skills:</u></p> <ul style="list-style-type: none"> <li>• Go to the toilet alone.</li> <li>• Wash and dry their hands themselves.</li> <li>• Put on their own coat.</li> <li>• Look after their toys and keep them tidy.</li> </ul>	<p><u>Speaking and listening:</u></p> <ul style="list-style-type: none"> <li>• Develop language skills by encouraging him/her to share ideas and views.</li> </ul>	<p><u>Reading:</u></p> <ul style="list-style-type: none"> <li>• Share story books and tell each other stories.</li> <li>• Help your child recognise their own name.</li> <li>• Help your child recognise print in the environment e.g on food tins and shop signs.</li> <li>• Visit the city library and share bedtime stories.</li> <li>• Learn nursery rhymes and songs.</li> </ul>
	<p><u>Writing:</u></p> <ul style="list-style-type: none"> <li>• Encourage early attempts at writing for example their name or the first letter of their name.</li> <li>• Encourage your child to do 'writing' and ask him/her what it says.</li> <li>• Draw pictures and colour pictures.</li> </ul>	<p><u>Mathematical skills:</u></p> <ul style="list-style-type: none"> <li>• Count out loud with your child and counting objects at home. Look for numbers in the environment.</li> <li>• Look at shapes, sizes and colours of things around them.</li> <li>• Compare lengths e.g Who has the longest/ shortest carrot?</li> <li>• Compare the weight of two items in your cupboard. E.g Which is the heaviest? Which is the lightest?</li> </ul>

For further information and to view our policies and procedures, please visit our school website.

<http://springfieldschool.org.uk/>