



Welcome to
Godstowe Nursery



Parents' Handbook

Starting Nursery

We would like to welcome you and your child to Godstowe Nursery. We hope your time with us will be both happy and rewarding. The aim of the Nursery is to provide a happy, stimulating and secure environment for your child to develop socially, emotionally, physically and intellectually.

The purpose of this Handbook is to help your child settle into the Nursery confidently and happily.

We operate an Open Door policy, so please do not hesitate to talk to the Nursery staff to discuss your child's progress at any time.

Who's Who?

The Nursery staff are:



Mrs Felt



Mrs Harris



Mrs King



Mrs Wyman

The Early Years Co-ordinator at Godstowe is Mrs King and the Head of the Pre-Prep (Lodge) is Mrs Wyman.

Nursery Sessions

Morning sessions are 8.45am until 11.45am.

Afternoon sessions finish at 3.30pm.

Nursery children attend a minimum of 8 sessions.

Please bring your child directly to the Nursery each day, including their first day. Ring the bell as the door is kept locked at all times.



Your child is welcome to bring a soft toy with them if they wish, it may help them to feel more confident in their new surroundings. The Nursery staff will call you if they have any worries at all during the day.

We ask that children are collected promptly at the end of their day as they often get very concerned if you are not there, and this may affect their confidence.

Regular attendance is important to enable your child to gain the most from their Nursery experience. If your child is absent due to illness, please inform the Nursery staff or School on the telephone numbers listed in this guide.

A **Parent Message Book** is kept on the Nursery notice board. Please write in this if your child is being collected by someone else or staying for Aftercare.

The Nursery Day

Our Nursery routines are well established, as young children need a secure environment that follows a familiar (although not identical) pattern each day. This helps them to develop their confidence, return to favourite activities and also investigate and explore new ones.

A typical session in the Nursery might include:

Name recognition – finding their name card as they come into the Nursery. This gives the child a task to do immediately they enter the room and allows them the opportunity to walk through the Nursery to look at the activities and to find a friend to play with.

Free choice activities – these change daily, but could include construction equipment, small world play, painting, play-dough, paper/pencil activities, cutting and sticking, the role play areas, sand, water and puzzles.

Registration and carpet time – the children answer the register and have an opportunity to have adult-led discussion. The number or letter sound of the week is introduced or reinforced at this time and the structured activities are introduced.





Structured activity time – the children work in small groups or one-to-one and this is adult-led. Activities may be focused on any area of the curriculum and are at the appropriate level for the child's stage of development. Some of these activities will be outside in the Nursery garden or the School grounds.

Snack time – the children sit in small groups whilst having a drink (milk or water), a biscuit and piece of fruit. Two child helpers hand out the fruit and biscuits. Any baking carried out during the morning is shared at this time.

Lunch time – A healthy, two-course cooked lunch is served each day, and the Nursery children join Pre-Prep pupils in their Dining Room. They practice good table manners and enjoy the social aspect of sharing a meal with friends. Children are encouraged, but never forced, to eat a balanced diet.










Please inform us if your child has any allergies or special dietary requirements.

Play time – After lunch the children play outside enjoying the climbing equipment, sandpits and toys.

Rest time – children are encouraged to lie quietly on beanbags for a rest after lunchtime play.

Quiet time – this is a short period when the children choose a book and look at it either by themselves or with friends. The children often like to choose books that an adult has previously read to them. Sometimes this is changed to a quiet puzzle time when jigsaws are enjoyed together.

The last activities of the morning or afternoon vary but may include one or more of the following:

-  Outdoor play in the Nursery garden, Lodge playground or tennis court.
-  Use of the outdoor wheeled equipment
-  Action rhymes
-  Playing musical instruments
-  Circle time
-  Singing
-  Story time
-  Music and Movement
-  Write Dance

Communication

The Godstowe Nursery sends letters and notices to parents using the ParentMail email system. If you have not been asked to provide the Registrar or School Office with your email address, please let the Nursery staff know. If you are not able to receive email, you will, of course, receive paper copies of letters.

Useful telephone numbers

Nursery	01494 429013
Lodge (and fax)	01494 429012
Main School	01494 529273
Bursar's Office (account enquiries)	01494 429000

Website

Our website is an excellent source of information for parents, giving you the latest calendar dates, curriculum information and menus. It also includes ParentWeb, a password-protected resource for current parents. To obtain the password please ask the Nursery Staff. www.godstowe.org

After-School Care

Lodge Care Club provides after-school care for pupils from Nursery to Transition until 5.25pm each day. However, club activities are for Beginners, Kindergarten and Transition children only (Reception, Year 1 and 2).

Ballet

Nursery children can join the Ballet class run by Mrs Gail Webb. A registration form is available from the School Office in Main School. Mrs Webb organises a parent rota to help change the children. There is a charge for the ballet class.

Uniform

Nursery children wear a comfortable, practical uniform which consists of:

👉 Red Godstowe tracksuit

👉 Red polo shirt

They will also need:

👉 Red lunch overall

👉 Red painting apron

👉 Godstowe prep bag

👉 Red sun hat

👉 Red woolly hat

👉 Red gloves



These items may be bought directly from the Godstowe School Shop which is located within the grounds. You may make an initial appointment by telephoning 01494 449262. The shop is located in the second cottage across the Lodge playground.

Uniform Shop Opening Times:

Monday 8.15 - 9.15am

Friday 3.30 - 4.30pm or

2.30 - 3.30pm on Exeat weekends

Your child will also need:

- 👉 a change of clothes and underwear to be left on their peg (this is for emergency use and does not have to be uniform)
- 👉 Wellington boots

Please name all items (name labels are available at the School Shop) and sew a hook in the tracksuit top.

No jewellery please.



If you have any questions at all that have not been answered by this guide, please do not hesitate to ask any member of staff.