

Lorne Primary School

2022 - 2023

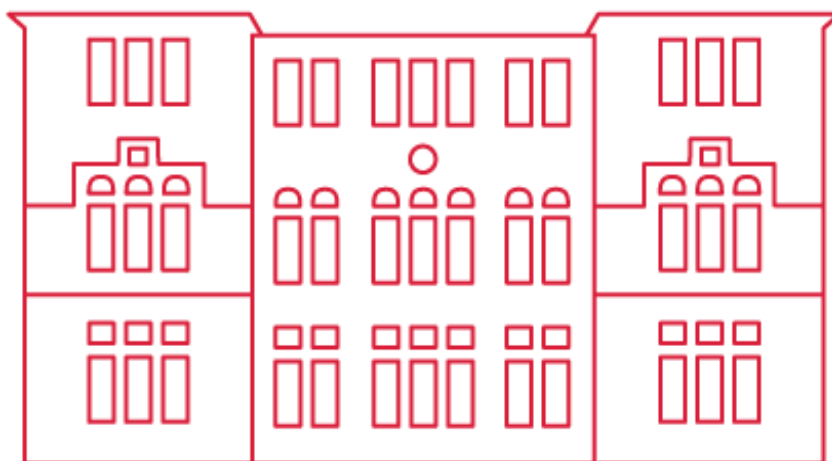


Equality

Achievement

Respect

Diversity



Nursery

Information for Families

Welcome to our Nursery!

We want your child to be happy and make progress with their learning. We aim to ensure that your child develops to their full potential to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. Our Nursery should be a fun, happy and safe place and we will work in partnership with you to achieve this.

Parents, carers and schools working together can make a huge positive impact on a child's future life. We look forward to working with you.

Yours sincerely,

The Lorne Primary School Team

Our whole school community contributed to our Vision statement and Values.

Our Shared Vision

“Lorne Primary School aims to provide high quality learning and teaching in a safe and nurturing environment, leading to success for all.”

In our Nursery, we aim to create a warm, friendly welcoming environment where everyone feels welcome to share their thoughts and ideas.



Our Shared Values

Lorne Primary School is a diverse and multicultural society where we celebrate our similarities and differences. Our values are: Diversity, Achievement, Respect and Equality.



We celebrate all festivals that are important to our children and their families.

We welcome parents and carers to come in to read stories in their home language

We share bilingual books to read at home and in the nursery setting.



We share achievements through Learning Journals online.

We share achievements on our whole-school Wonder Wall.

We enjoy celebrating and hearing about wider achievements.



We provide equal opportunities to all learners and promote their inclusion.

We support all learners and families to ensure that they are able to learn.

We respect everyone in our school community and value their contributions.



We promote a kind and friendly atmosphere in our Nursery.

We have a welcoming environment and follow our Nursery rules.

Every member of our team models positive behaviour and respects the rights of others.

Staff Members

Early Years Officer: Gill Walker

Early Years Practitioners: Pam Sneddon, Abi Parsons

Early Years Teacher: Caroline Wagstaff

Pupil Support Assistant: Susan Hastings

Session Times

All Nursery children have access to a full time Nursery place for the session.

Monday to Thursday - 08:25 – 15:10

Drop off times are between 08:25 and 08:45

Pick up times are between 15:00 and 15:10

Arrival and departure at back gate on Jameson Place.

Friday – 08:25 – 11:25

Arrival and departure at back gate on Jameson Place

Drop off times are between 08:25 and 08:45

Pick up times are between 10:45 and 10:55

If you are late, please come to Lorne Street and phone the school office on 0131 554 2308

We understand that your child may have an appointment during the school day and may require being picked up early occasionally. If so, please contact the school office on 0131 554 2308 to arrange collection from Lorne Street.

Settling In

We hope to make the transition process to Nursery as smooth as possible. We offer an enhanced enrolment, where a member of staff will sit down with you and your child to introduce you to the nursery and to find out what your child enjoys playing. We can work with you to build up their time over the next few sessions, ensuring your child feels happy and secure.

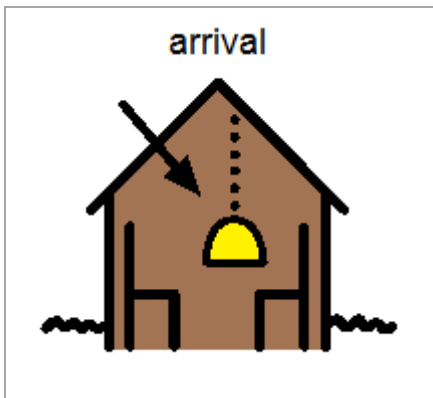
We run a system of Key Worker groups and your child will be allocated a member of the Nursery team as a Key Worker. Your child will join one of the following groups:

Butterflies – Mrs Sneddon

Bees – Mrs Walker

Ladybirds – Miss Parsons

Arriving at Nursery



- Use the back gate on Jameson Street between 08:25 and 08:45
- The member of staff on the “Playroom and Snack” will greet you at the gate
- If you are late, please come to Lorne Street and contact the school on 01315542308 and we will organise for your child to be brought in

Medicines



- Remember to let a member of the Nursery staff team know if your child needs to receive long or short-term medication
- We will ask you to complete a form allowing us to administer and record medicine for your child

Attendance



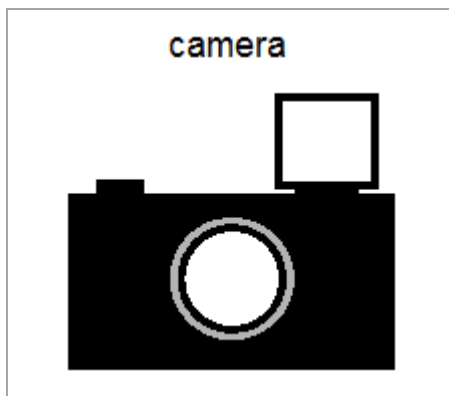
- Please inform the school by phone on 0131 5542308 by 9am if you child is unwell
- Children who have had a vomiting or diarrhoea bug must not return until 48 hours after their last symptom
- Please follow the most recent Coronavirus guidance if you believe your child is displaying symptoms

Clothing



- Please ensure your child is dressed suitably for the weather and for messy play
- Children can access outdoors daily and are permitted to go outside in every type of weather
- Ensure that your child has a complete change of clothes and a spare plastic bag should there be a toileting accident
- Please see a member of the Nursery team should you need additional clothing

KIC Annual/Photo Permissions



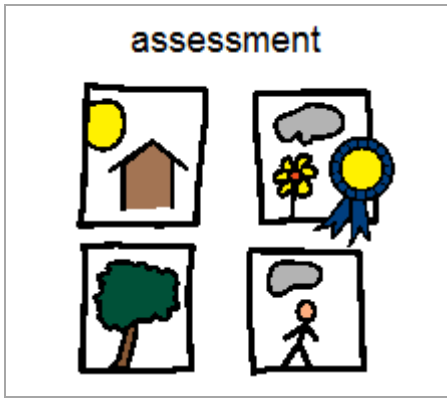
- All children complete a KIC Annual form to allow us to go on short trips within the local area
- We will send out trip information and ask for your consent for all trips
- The Nursery Team will seek your permission at enrolment to take photographs of learners to share online and on Learning Journals

Reporting



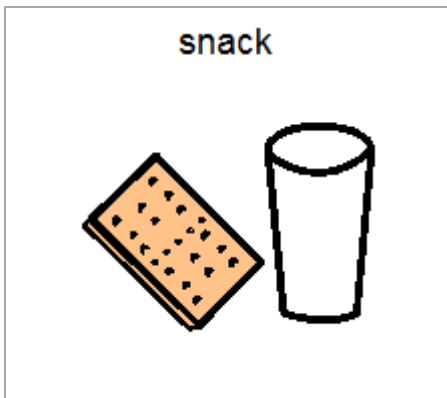
- We value positive relationships with parents and carers and will see you daily to share progress
- An Online Learning Journal will be created for your child to show pictures and evidence of learning
- Please see a member of the Nursery team should you wish to discuss your child's learning in confidence

Assessing your Child's Learning



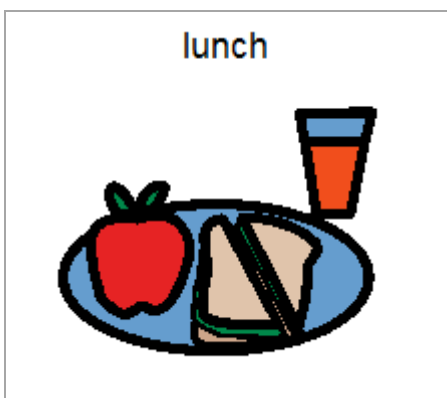
- We will assess your child's learning and development in many ways throughout the year and share learning moments with you on our online Learning Journals
- Formative assessment when teachers and children observe, discuss and evaluate how learning has progressed and make targets for next steps in learning
- Assessments to check out additional support needs or specific learning difficulties

Snack



- We aim to provide a healthy, tasty snack for all children
- Children will access milk or water and have the opportunity to try different fruits and vegetables
- Please alert a member of the Nursery staff to any strong food dislikes or any food intolerances/allergies
- We do not charge for snack

Lunch



- All children will have lunch each day
- Lunch takes place in the Dining Hall at set tables
- Nursery staff continue to support children through lunches where learners have the opportunity to try a range of vegetarian foods

Food Advice to Parents

Lorne Primary School is a health promoting school. All schools must abide by the Government's dietary codes for schools. Poor diet can affect children's behaviour and concentration at school so we ask that parents and carers follow this advice below.

Sugary drinks: During the course of the day children all have access to water and milk. We ask that children do not bring sugary/ fizzy drinks to Nursery.

Sweets: Our Nursery snacks consist of fresh fruit, bread, rice crackers and vegetables. We request that children do not bring sweets to Nursery.

Celebrations Cakes/Festivals: As we are a health promoting school, we are unable to accept cakes or sweets into the Nursery or school. We will ensure that we will celebrate your child's birthday or festival in an appropriate way. Please do share with us special dates and occasions that your family may celebrate.

Curriculum

Lorne Nursery is linked to Lorne Primary School and provides pre-school education for 3-5 year olds. We deliver the Scottish curriculum "Curriculum for Excellence" More information about the curriculum can be found at

<http://www.educationscotland.gov.uk/parentzone/>

Standards and Quality Improvement Plan

You can access our ongoing plan of School Improvements at www.lorneprimary.co.uk

School Holiday Dates

These appear on each school newsletter and at

http://www.edinburgh.gov.uk/info/878/schools/365/school_term_dates

School Newsletters

These are published routinely and keep you up to date with what is happening in school, holiday dates and local information. Please let us know if you would prefer the newsletter by email, text or a paper copy by returning the tear-off slip on the newsletter to the school office.

You can see the school newsletters on our website too

<http://www.lorneprimary.co.uk/>

Anti-Bullying and Harassment

We have high expectations of behaviour for our learners and adhere to the City of Edinburgh Council policy Promoting Positive Behaviour and Relationships. Please approach a member of the Nursery Team if you wish to discuss concerns about behaviour.

Equal Opportunities

We always include and promote equal opportunities for all learners within our Nursery. It is important to us to provide equitable opportunities and access for all.

Making a Complaint

If you have a complaint please speak to the early years practitioner or class teacher. If you feel it is not being dealt with appropriately make an appointment to discuss the matter with Mrs Leach, the Head Teacher.

If you remain dissatisfied, you can make a complaint to the City of Edinburgh Council's "Make a comment or complaint" service at www.edinburgh.gov.uk/info/20004/council_and_democracy/857/make_a_suggestion_or_complaint

Alternatively you can put your request in writing to the
Principal Officer, Advice and Conciliation Service
Children & Families Service
Waverley Court
4 East Market Street
EDINBURGH
EH8 8BG

You may wish to contact the Care Inspectorate who regularly inspect all Childcare facilities within Scotland:

Care Inspectorate
South East Region
Stuart House
Eskmills
Musselburgh
EH21 7PB

Tel: 0131 653 4100 www.scswis.com

Policies and statutory information is available on our school website at
<http://www.lorneprimary.co.uk/>

We welcome any comments or suggestions for improvement that you may have.