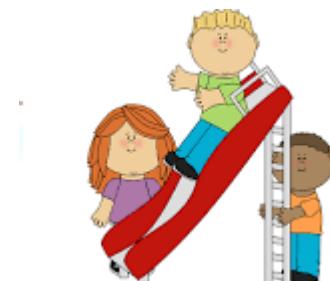


## How can I help my child to settle in at Nursery?

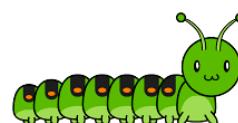
- Encourage your child to be independent; dressing and undressing, putting shoes on, going to the toilet and washing hands
- Share books and play games together at home encouraging your child to tidy up afterwards
- Label clothes and shoes clearly with your child's name
- Be positive with your child, reassure them that Nursery will be a good experience
- Do not be late collecting your child, being last can be distressing
- If you become aware of changes in your child's behaviour, talk to a member of staff
- Ensure that your child eats a good, healthy diet and gets plenty of sleep
- Allow enough time for your child to have a nutritious meal before arriving to Nursery



**Welcome to Nursery!**



Ormiston South Parade Academy  
South Parade  
Grimsby  
North East Lincolnshire



DN31 1TX  
Tel: 01472 231659



This booklet is intended to help you and your child when they start at our Nursery, we hope you find it useful. If you have any questions, please do not hesitate to ask.

## Early Years Staff — Nursery

### Vice Principal (maternity)      Nursery Lead



Mrs E. Fitzsimmons



Mrs S. Howard

### Teacher



Mrs Falvey

### Early Years Practitioners



Mrs S. Johnson



Miss L. Stewart



Mrs L. Washington

### Support Staff



Mrs A Jagger



Mrs F Blackman

### Special Times

Sometimes we join in with main school activities so the children gradually begin to feel part of a larger unit. This includes going to some assemblies and joining in with festivals. We make good use of the rest of the school and the grounds, which provide a valuable resource for discussion and exploration. We hold a number of fundraising events for which we ask for your support. There are frequent open sessions where you are welcome to talk to the staff about your child's progress and achievement, these will be communicated to you by the Nursery Team.

### OSPA Pounds

OSPA Pounds is our behaviour reward system. Children will earn coins for: good behaviour, completing homework, coming to school every day and trying hard. When the children have earned enough coins, they are then able to buy items from the OSPA shop.





## Snack

During each session the children are offered a variety of healthy snacks including fruit, crackers, yoghurts, milk and cheese. Please notify us of any allergies or dietary requirements.

The academy charge £2 per week for the snacks provided. This can be paid via Parentpay.

## Lunch

Full time pupils will have their lunch at Nursery every day. Parents can choose to either send in a packed lunch for their child or order one of our delicious hot lunches that are cooked fresh in school. Hot school meals can be ordered via the main office and the current cost is £2.65 per day. For further information about school meals please see a member of the office team.

## Photographs and Videos

We frequently photograph our children for use in their learning as well as on visual displays around the academy. On occasion we put photographs of the children on our website ([www.osparade.co.uk](http://www.osparade.co.uk)) or in the media to showcase some of very special things we have done. If you do not wish for your child to be photographed please ensure that this is reflected in the consent section of the New Pupil Information booklet.

## **Parental Involvement**

At OSPA Nursery we use an online learning journal to record your child's progress and achievements. When your child starts at OSPA you will be asked to set up a Tapestry account using your email address. You can use Tapestry to see what your child has been doing at school and to feedback to Nursery staff on your child's learning.

## Nursery Organisation

Ormiston South Parade Academy Nursery is a 65 place Nursery for children aged three and four years. Young children join our Nursery on a full or part time basis. Children are eligible to join Nursery the term after their third birthday.

All children are entitled to 15 hours free of Nursery education per week once they turn 3. Some children may be entitled to 30 hours funding based on parent/carer circumstances.

Upon starting Nursery, children are assigned a key person and group. However, all staff members are responsible for the care and wellbeing of all of our pupils.

The groups are Caterpillars, Dragonflies, Butterflies and Bumblebees.



Nursery Times

## **Monday to Friday Full Time Session—Butterflies, Bumblebees, Hedgehogs**

Start 8.50am

Finish 3.10pm

## Monday to Friday Morning Session— Caterpillars, Badgers

Start 8.30am

Finish 11.30am

## Monday to Friday Afternoon Session—Dragonflies, Squirrels

Start 12.15pm

Finish 3.15pm

We open the gates at 3pm to allow time for parents to collect their child from Nursery and still be on time to collect children from the main school.

**Children must be dropped off and collected from the Fildes Street entrance by a responsible adult. If someone different is to collect your child, please can you let a member of Nursery staff know. We will not let the children go home with another adult unless they can give a member of staff the security password for your child. This is to ensure your child's safety and wellbeing.**

## Clothing

You can purchase the academy uniform from : -

### **Uniform Direct**

54 Victoria St, Freshney Place, Grimsby, DN31 1BL

#### **Please ensure that all clothing is clearly labelled**

Please dress your child in sensible footwear so they are comfortable and safe. In addition to this, please ensure your child has a coat as we spend a lot of time learning outside.

The children wear aprons for messy play which includes, painting, gluing, baking, playing with water, sand, mud etc. However, accidents can happen so please ensure that your child has a change of clothes with them.

In hot weather children need to bring a sun hat and wear sun cream which should be applied at home.

It is school policy that children should not wear jewellery for school.

## Toilets

At Nursery, the children can go to the toilet whenever they need. They also go to the toilet and wash their hands as part of our routine before snack, and for full time children, before lunch. We encourage the children to be as independent as possible when toileting and clothes that are easy to manage make it so much easier for your child. We understand that some children will be starting Nursery having just turned 3 years old and may not have completed their toilet training routine. We will support you during this period. However, if you and your child are having difficulties by the end of his/her first half term, we can provide you with support to aid you in the process.

## Attendance and Illness

Regular, good attendance is important in Nursery. If your child is ill please contact the office on **01472 231659** by **9.00am** (full time and morning children) and by **12pm** (afternoon children). You can also text your child's absence in to the school using the '**My Ed**' app. If you are unsure about whether your child can attend/return to Nursery please call the office who can advise.

Children who have had an episode of sickness or diarrhoea must wait 48 hours before returning to Nursery. For further advice on attendance for other illnesses (e.g. chickenpox, conjunctivitis, hand, foot and mouth) please contact the office.

Holidays during the school term are discouraged. However, on occasion there may be an exceptional circumstance which requires a period of absence. Please see the office for an absence request form.

## Head Lice

On occasion young children catch head lice. To limit outbreaks, we request that parents regularly check all their family. If your child does have head lice please let us know. If 'live' head lice are seen on your child we will inform you at the end of their session and ask that you treat them before they attend their next session. Head lice can not be prevented but are easily treated.



First aid is always given to children who have had an accident.

Please ensure that we have up to date contact details in case your child gets ill or has an accident whilst at Nursery. Please inform the office immediately if any of the details change for emergency contacts.