

**Welcome Pack**



Welcome to Peaslake Nursery!

We are excited to be welcoming your child to our wonderful Nursery and hope that this Welcome Pack will provide you with all the information you need ready for joining us.

Here at Peaslake Nursery we provide care and education for children aged 2 ½ - 4 years old for families in Peaslake and the surrounding villages.

Due to our wonderfully rural location children benefit from a broad range of outdoor learning opportunities inspired by nature and Forest School learning.

We also have our own Nursery classroom within the Peaslake school site with our own Nursery outdoor space, enabling us to provide free flow from indoor to outdoor learning opportunities throughout the day.

Nursery Staff

Louise Collins – Nursery Manager Early Childhood Studies BA, HND and Forest School Lead Level 3

Sian Maidens – Nursery Practitioner Childcare and Education NVQ 3

All staff are first aid trained and attend regular Safeguarding training and early years workshops to update their early years knowledge and continuously build on their practice.

Occasionally we have work experience students from local schools and colleges.

Our Nursery Aims

At Peaslake Nursery we aim to provide a nurturing and inspiring learning environment for your child. A space where they can feel happy, secure and a sense of belonging. Providing opportunities and encouragement for your child to…

* Gain the confidence to make their own choices and decisions
* Build on their skills independence and their own interests
* Be supported in developing at their own pace and level
* Explore and investigate a wide variety of learning opportunities learning through their play
* enjoy a balance of child- and adult-led activities
* be supported in making connections with both the Nursery staff and friendships with other children
* Feel valued, listened to and uultimately to become successful learners and confident, sociable, caring, and thoughtful individuals.

Home Visit

If you would like a member of the nursery staff to visit you and your child at home prior to them starting, please contact the office to arrange a time that suits you.  This gives the staff an opportunity to meet you and your child in a relaxed and familiar environment, and you will be able to talk to them about your child’s interests, development and any concerns you may have.

Trial Visit

We suggest at least one trial visit just before starting to introduce your child to the nursery environment. This session will provide your child with the chance to meet their new friends and teachers, and to explore their new nursery. It will also help parents to familiarise themselves with the nursery set up. Please contact Louise or the office to book this session.

What your child will need

Nursery children are not expected to wear school uniform, but a green nursery sweatshirt should be purchased from the office and will be worn for school photographs and on school trips.

The following named items should be brought into nursery:

* Named bag
* If staying for lunch either a packed lunch or let Nursery know if you would like your child to have a school dinner.
* Pair of trainers for PE on a Thursday
* Full change of clothes in a named bag

(pants, socks, trousers and a top)

* Wellington boots
* Waterproof trousers and coat
* Nappies and wipes if not yet toilet trained

(please give any nappy cream to a member of staff and complete a medication form).

First Day

Your child’s first day at nursery will be a mix of emotions for all! We aim to make this time as straightforward and easy as possible. If you feel your child would benefit from you staying for a short while before we sit for register then please do, after all you are the one who knows your child best.

On your child’s first day, they should be brought to the nursery door at 8.50am. Your child will have a named peg for their coat and spare clothes bag (to stay in nursery). Wellington boots can be left below their pegs.

They will be welcomed at the door and you are encouraged to come in and help them to get organised for their session: find their pegs, hang up belongings, put their healthy snack in the fruit basket on the snack bar and find their name tag to add to our visual register.

‘I Can Do’ Book

Prior to your child starting in the nursery, they will be given an ‘I can do’ book. The aim of the book is for us to see which stages your child has reached in different areas of development.

We will use this information to plan activities, which build on the skills your child already has and help develop skills not quite achieved.

We encourage you to add photographs of your child and family to make it personal.

 Communication

If you have any questions or concerns about your child, please feel free to speak to a member of the nursery staff at drop off or pick up. We work very much on a friendly, open-door policy and will always find the time to talk things through with you.

Key Person

Each child is assigned to a key person, who is responsible for liaising with the child’s parent/carer and for monitoring the child’s development within the seven areas of learning and development. They will keep a watchful eye on him/her but will not be with that child every minute of the day, as we encourage interaction between all staff and children.

Snack Bar

At Peaslake Nursery we run a snack bar from 9.30am-10.30am every morning. This is a time for the children to socialise and for us to promote healthy eating, good manners and independence. Some examples of popular snacks are; breadsticks, rice cakes, cheese, fruit, vegetables with dip. Your child will be offered milk or water with their snack.  Water is available all day if they need a drink. **Peaslake Nursery and Free School is a nut free zone.**

 Medication and Illness

When a child becomes unwell at school, we will contact their parent/carer to arrange collection of the child.

If your child is well enough to come to school but needs to be given any prescribed medication during the session, the medicine must be taken to the school office and the Medication Book must be completed. All medicine must be signed out at the end of the session.

**If your child has sickness or diarrhoea you are required to keep them at home for 48 hours after their symptoms have disappeared.**

All nursery staff are trained in paediatric first aid.

Copies of our policies and procedures are available to view in the school office.

Activities, Trips and Events

In the Nursery we enjoy a variety of annual activities and events.

Here is a selection of our celebrations.

**Autumn Term** – We celebrate Harvest at St Mark’s Church, followed by a Harvest breakfast at school; fireworks; Diwali and Christmas.

**Spring Term** – We celebrate Chinese New Year; Mother’s Day, where we invite our mummies in for a special celebration with tea and cake, and egg- rolling at Easter.

**Summer Term** – We celebrate Father’s Day; we organise a trip; Sports day and a leavers’ party.

We perform our own Christmas Celebration in the nursery for parents to watch. Given their age this is a fun, low key affair. The school children perform their Nativity at St. Mark’s Church, Peaslake, nursery children and parents are welcome to attend.

Parental Involvement

Forum

Parents’ Forum is open to nursery and school parents. Its objective is to provide a regular opportunity for parents to meet and discuss the parental responsibilities associated with running our unique school. The group meets every half term. The meetings provide a good opportunity for parents to get to know each other and to put forward any ideas they may have.

ChaPS (**C**orps of **H**usbands at **P**easlake **S**chool)

In addition to Parents’ Forum meetings, the fathers of children at Peaslake School have also formed their own group. They plan certain events and help with the maintenance of the school and grounds. They meet socially once a month.

Fundraising

School parents are expected to get involved with the social fundraising events, which are all a vital part of the continued success of our unique school. Whilst fundraising is primarily led by the school parents, involvement from nursery parents is very gratefully appreciated. It is also a great way of getting to know other parents.

Parental Duties

These are not applicable to nursery parents, they will begin once your child is in the main school. However, when your child stays for lunch you are welcome to volunteer to join that rota.

School parents are added to the following rotas:

Lunch Duty – approximately 1 per half term

Swimming Duty – approximately 1 per term

Gardening Duty – approximately 2 weekends per year.

Parent Volunteers

We welcome any parents who can offer their spare time to volunteer in the school and nursery. This can vary from regularly listening to school children read, to exchanging their knowledge and/or special interests at certain times of the year.

 Curriculum

We follow the Early Years Foundation Stage curriculum from nursery through to the end of the Reception year.

There are 7 areas of learning and development, these are made up of:

PRIME AREAS

* Personal, Social and Emotional Development
* Physical Development
* Communication and Language

These cover the knowledge and skills which are the foundations for children’s future progress and readiness for school.

These are reinforced by the specific areas, which are:

SPECIFIC AREAS

* Literacy
* Mathematics
* Understanding the World
* Expressive Arts and Design

Planning

All children are learners and have a natural curiosity about things. The best way to assist and enhance this is to recognise, as we do, that all children are individuals and we understand that each child learns in different ways and at different speeds. When planning, we consider the individual needs and stage of development for each child in our care.

We take into account the different stages of development rather than their age, as children develop in different areas and at different speeds. We use this information to plan a challenging, exciting and enjoyable experience for each child in all the areas of learning and development.

We plan each area of learning through a balance of adult-led and child-initiated activities focusing on learning through play. Learning through play is essential for every child’s development, this builds their confidence as they learn to explore and relate to others. Play takes place indoors and outside, it is here children practise new ideas and skills; they take risks, show imagination and solve problems by themselves or with others.

Outdoors

 We have a constant free-flow between inside and outside the classroom (extreme weather being the only exception). We also have a large range of outdoor play equipment, including a climbing wall, climbing frames, football goal, large sandpit, numerous bikes, scooters and bats and balls.

The nursery goes on a forest walk once a week. We spend time in the woods participating in planned outdoor-related activities, free play, walking and exploring the local woods.

We believe that children are stimulated by the outdoors. Forest school improves physical skills such as gross- and fine-motor skills. It increases stamina and self-belief, as well as helping them to develop an interest in their natural surroundings, teaching them to respect their environment.

Monitoring and Assessment

Each child has a Foundation Stage Profile to monitor their development and achievements. These are filled in regularly by their key person. Children are continually observed during play and planned activities, so that we can plan the next steps in their learning.

A portfolio is kept for each child to save their special work. These portfolios are continued throughout the school and the children take them home to keep when they leave the school.

Parents/carers are invited to our termly open mornings where they can look at their child’s work and achievements.

We hold parent consultations twice a year, these are to discuss your child’s learning, development and next steps.

Inclusion and Special Needs

All children and their families are respected and valued at Peaslake School and Nursery. Children are treated as individuals and have equal access to all provisions available. Planning is adapted to meet the needs of all groups and abilities. Assessments take into account contributions from a range of perspectives, to ensure that any child with potential special educational needs is identified at the earliest possible opportunity.

Early identification of special needs is crucial to enable staff to support the development of each child. Concerns are always discussed with parents at an early stage and the schools SENCo (Special Educational Needs Co-ordinator) and our Early Years advisor are called upon for further information and advice. Appropriate steps are taken in accordance with the School’s Inclusion Policy for SEN.

Main events during the academic Year

October – Harvest Festival, Parent Consultations

December – Nativity, Peaslake Christmas Evening

March - Mother’s Day Celebration, World Book Day

April – Traditional Egg-rolling

June – Sports Day, Nursey Outing, Parent Consultations

 Other information

If it is someone other than yourselves picking up from nursery, please sign the collection book when you drop your child off in the morning.

Unless you have prior permission from the office you may not drive up to school during the school day.

Please feel free at any time to come and talk to us about any queries or concerns you may have about your child. Parent Consultations will also be carried out during the Autumn term and again in the Summer term.

Dogs in the playground

Almost all schools, including those in our local area, now operate a policy of not permitting dogs onto their property, owing principally to safety concerns for children.

We have always sought to encourage children at Peaslake to embrace the benefits and responsibilities associated with owning and looking after pets, and for those with dogs to be able to enjoy walking them to and from school. We continue to regard this as one of the advantages of being at the heart of our community and we very much wish that this will continue.

We are, however, aware and mindful that a number of our children do not have dogs at home and are unfamiliar and, in some cases, uncomfortable being close to dogs whose behaviour they feel can be unpredictable and intimidating, even upsetting. It is paramount that all our children feel safe, secure and confident coming to school. When bringing a dog into the playground please adhere to the following rules:

* Those who choose to bring dogs onto School property are wholly responsible for their dogs’ behaviour.
* We require that dogs are controlled by an adult at all times. Under no circumstances is any child to be left in sole charge of a dog.
* All dogs on School property must be kept on a *short* lead.
* Dogs must not be tied up anywhere on School property, or to any property belonging to School. Dogs must not be left unattended at any time.
* When children are lining up to go into School, dogs are to be kept out of reach of the children and must not disrupt the start to the School day.

We reserve the right to withdraw permission for dogs to come onto School property if the above requirements are not followed.

Contact Details

Peaslake Nursery,

Colmans Hill,

Peaslake,

Surrey.

GU5 9ST

Telephone: 01306 730411

Email: info@peaslakefreeschool.com         Website: [www.peaslakenursery.com](http://www.peaslakenursery.com/)

Opening Hours

A morning session is from 8.50 – 11.50am. Children over 3 years also have the option to stay for lunch until 1pm. The afternoon session is run from 1pm-3pm.

Monday 8.50 ~ 11.50am / lunch till 1pm / 3.00pm

Tuesday        8.50 ~ 11.50am / lunch till 1pm / 3.00 pm

Wednesday 8.50 ~ 11.50am / lunch till 1pm / 3.00 pm

Thursday  8.50 ~ 11.50am / lunch till 1pm / 3.00 pm

Friday            8.50 ~ 11.50am / lunch till 1pm / 3.00 pm

Fees

Fees are payable half termly in advance.

Payment may be made by cash, cheque or BACs transfer, directly to the school bank account: Peaslake Schools Trust. Sort code 30-93-74, Account No. 01558173.

Please reference your payment with your surname.

Children are entitled to 15 hours free part-time Early Years provision from the term after their third birthday for two years until they reach compulsory school age. Most working parents of three and four year olds are now eligible for an extra 15 hours of funded childcare a week, taking the provision to 30 hours per week.

For children who don’t yet qualify for Early Years Free Entitlement or for sessions taken outside the 15 weekly funded hours, the fees are £21.00 per 3 hour session (i.e. £7.00 per hour).

Parents are welcome to speak to the office staff with any queries regarding paying the fees.



Family Information Form

Please complete this form in full.

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer **1** Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­Relationship to Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parental Responsibility: Yes / No

Parent/Carer **1** Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If different from above. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer **1** Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer **2** Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­Relationship to Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parental Responsibility: Yes / No

Parent/Carer **2** Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If different from above. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer **2** Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please supply 3 emergency contacts, other than yourselves, in order of preference:

Emergency Contact **1**: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Emergency Contact **2**: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Emergency Contact **3**: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please indicate who is likely to be dropping off and collecting your child from each of the sessions offered.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday AM | Tuesday AM | Wednesday AM | Thursday AM |  |
| Monday PM | Tuesday PM | Wednesday PM | Thursday PM |  |

Are your children known by the Social Services? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Who lives in your family home? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What language(s) do you speak at home? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Please complete the attached English as an Additional Language Background Information Form if appropriate.)

Does your family have any cultural or religious beliefs that you feel important to let the pre-school know?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there any special family circumstances or events you would like us to know about, such as a new baby, illness in the family, moving house or other changes in the family? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is there anything about your child’s health that we need to know, e.g. allergies, special diet, medication?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Was your child born premature and if so by how much? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please indicate which routine vaccinations your child has received. This information can be found in your child’s red book.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Vaccinations** | **Description** | **Age** |
|  | 5-in-1 Vaccine | Diphtheria, tetanus, whooping cough, polio and Hib | 2, 3 and 4 months |
|  | PCV Jab | Pneumococcal or pneumonia | 2, 4 and 12 months |
|  | Rotavirus Vaccine | Protection against rotavirus infection, common | 2 and 3 months |
|  |  | cause of diarrhoea and sickness. |  |
|  | Meningitis C | Meningococcal type C | 3 and 12 months |
|  | Hib/Men C Booster |  | 12 months |
|  | MMR | Measles, Mumps & Rubella | 12 months & 3 years |
|  | Children’s Flu Vaccine | Annually as a nasal spray | 2, 3 and 4 years |
|  | 4-in-1 Pre-School Booster | Diphtheria, tetanus, whooping cough and polio | 3 years & 4 months |
|  | Chickenpox Vaccination | For children in “at-risk” groups. | 1 year upwards |
|  | BCG Vaccination | For children in “at-risk” groups. | Birth upwards |
|  | Hepatitis B Vaccination | For children in “at-risk” groups. | Any age. |
|  | Flu Vaccination | For children in “at-risk” groups. | 6 months to 2 years |

Does your child have any like or dislikes that you feel we should know about? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is your child in nappies? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If not how long ago were they potty trained? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does your child need help using the toilet? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is there anything else you would like us to know, for instance developmental, physical, emotional,

language or social needs?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

English as an Additional Language Form

Please complete this form in full

|  |  |  |
| --- | --- | --- |
| Child’s Name: |  | Male / Female |
| Country of Birth: |  |  |
| Position in Family (e.g. eldest child): |  |  |
| Date of Arrival in UK: |  |  |
| Date of Admission to  Abinger Common Nursery: |  |  |
| Language used at home: |  |  |
| Language used by father: |  |  |
| Language used by mother: |  |  |
| Language used by others (e.g. au pair): |  |  |

Please indicate what language is used by your child and can your child speak this language well?

|  |  |
| --- | --- |
| With mother: |  |
| With siblings: |  |
| With father: |  |
| With grandparents: |  |
| With other family members: |  |

Please indicate what language is spoken between:

|  |  |
| --- | --- |
| Father and mother: |  |
| Siblings between themselves: |  |

|  |  |
| --- | --- |
| Are there mother tongue reading materials in the home? | Yes / No |
| If yes, please indicate whom for: | Adults / Children |

|  |  |
| --- | --- |
| Is there any other relevant information you would like us to know? |  |
|  |  |

The above Information has been provided by:

|  |  |
| --- | --- |
| Name: |  |
| Relationship to child: |  |
| Date: |  |



Password, Contact List, WhatsApp & Facebook Consent form

**CHILD’S NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Please ensure that you read the following important information, delete where appropriate and sign and date each section.*

Password Identification

Our Nursery has a password identification procedure in place. Please decide on a password of your choice, for example this could be a pet's name and your favourite number **or** the name of a random object and a number.

If your child is then collected by a person unknown to the staff or if the staff have not been informed of the change in who is collecting your child, the person collecting will then be asked to provide the password.

I agree that any person collecting my child will be notified of my chosen password.

PASSWORD \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s/Carer’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Contact List

The Nursery will also be providing each parent with a contact list which includes your child’s name, parent/guardian name and contact number. This list is to be used with consideration and by Nursery parents/guardians only.

I **do / do not** give permission for my child to be included in the Nursery contact list.

Parent’s/Carer’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s/Carer’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facebook Photo Consent

Our Nursery has a Facebook page to promote Fundraising Events etc. We are now looking to use it to promote and advertise our Nursery further and share some of the activities and learning opportunities available to the children at Nursery. We are aiming to share a weekly photo on our Facebook page. Can you please indicate below if you are happy or not for your child to be included in photos that we share.

**I do / do not** give permission for my child’s photograph to be used on the Nursery Facebook page.

Parent’s/Carer’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What’s App Consent

The Nursery uses What’s App to communicate important, up to date information (e.g. Emergency Closures). Can you please confirm below whether you are happy to be included in the What’s App Nursery Group. Please indicate if one or both parents or carers wish to be included and their relevant phone numbers.

I **do / do** **not** wish to be included in the Nursery What’s App Group.

Parent’s/Carer’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number/s to Include:

1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sun Cream Consent

**Please ensure that you read the following important information.**

**Please delete where appropriate and sign and date.**

The sun cream used at the Nursery is Nivea Sun (factor 50) and is applied by a member of staff. If you would prefer to provide your own sun cream, could you please ensure that it is named and given to a member of staff.

I **do / do not** agree to a member of staff applying sun cream to my child provided by the Nursery.

Parent’s/Carer’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



Text

Description automatically generated with medium confidenceAttendance at a Second Nursery

Please complete this form if your child is or will be attending another Nursery alongside their place at Peaslake Nursery.

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Nursery : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nursery Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date at Other Nursery: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Key Worker there: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nursery Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nursery Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many Sessions your child attends: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any Additional Information that you feel may be useful

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_