



# St Athan Primary School



## Nursery Handbook

Name - \_\_\_\_\_

Your Child is in Group \_\_\_\_\_



Welsh Network of Healthy School Schemes



Cynlluniau Ysgolion Iach - Rhywydwaith Cymru

**Headteacher Mrs L. Haynes B.A. (Hons) Educ.**  
**ST ATHAN PRIMARY SCHOOL, Rock Road, St Athan, Vale of Glamorgan, CF624PG**  
**Tel. 01446 751480 Fax.01446 751954 ‘E’ – Mail:**  
**[office@stathanprimaryschool.co.uk](mailto:office@stathanprimaryschool.co.uk)**  
**Website: [www.stathanprimaryschool.co.uk](http://www.stathanprimaryschool.co.uk)**

Dear Parent,

Welcome! It is with great pleasure that we greet you and your child to the school, as they enter the education system.

Before starting, you will be invited to bring your child in to see the Nursery, with its rich and stimulating environment. Our Nursery is where early learning takes place, and where the foundations laid at home, are consolidated and built upon. We want to work together with you, and develop a strong partnership to support your child throughout their school life, in order to ensure they are happy and safe, whilst giving them the best chance to achieve their full potential.

We hope you find this handbook useful and helpful. It contains information regarding routine matters and, also some advice on the way you can support your child’s learning. When your son/daughter transfers to the main school, you will receive another handbook which is applicable to the Primary School.

Exciting, happy times are ones to be enjoyed and shared, therefore, we need to work together to ensure that your child’s stay in Nursery will be one that they will remember with pleasure, forever.

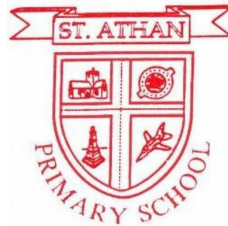
Yours faithfully,

Mrs L. Haynes

Mrs Davies

Head teacher

Acting Head Teacher



### **School Details**

St Athan Primary School  
Rock Road,  
St Athan,  
Vale of Glamorgan,  
CF624PG

School Telephone - 01446 751480

School Mobile - 07935014292

Main 'E' - Mail: [office@stathanprimaryschool.co.uk](mailto:office@stathanprimaryschool.co.uk)

Nursery Class Teacher:

[ejenkins@stathanps.co.uk](mailto:ejenkins@stathanps.co.uk)

Website: [www.stathanprimaryschool.co.uk](http://www.stathanprimaryschool.co.uk)

Instagram: StAthanPS

### **Who's Who**

**Head Teacher**  
Mrs L. Haynes

**Acting Head Teacher**  
Mrs L. Davies

**Acting Deputy Head**  
Mrs P. Broomfield

### **Nursery Class Staff**

Class Teacher

Learning Support Assistants

### **Introduction**

We want your children to feel safe, happy and cared for throughout their time at St. Athan Primary School. We understand that starting school is an important step in your child's development and hope this handbook will answer many of the most frequently asked questions from parents and carers.

You can access our main school Handbook via our school website.

### **Our School Day**

8.20am - Free breakfast Club which runs in our school hall - please see staff for further details if required.  
(Forms can be collected from the office)

#### **9:00am - School Starts**

The children are met by the Class Teacher from the entrance to Nursery

#### **9:00 am - 11:30am - Learning Time**

Please note that between these times, Nursery children will have open access to indoor and outdoor areas, free choice of play, structured learning time with an adult and access to snack

#### **11:30am - Home time**

The children are dismissed via the front Nursery doors.

Please ensure that you inform the school if your child is to be picked up by anyone else. For safeguarding reasons, we will not be able to release the children without consent.



### **Absence**

It is much appreciated if you could please ensure you inform the school via phone or email if your child is absent for any reason. Holiday forms can be requested from the main office.

### **Communication with Nursery Staff**

At St Athan Primary School we operate an open-door policy. If you have any questions or concerns, please speak to a member of the Nursery Team.

You can contact us via email, phone call or alternatively catch a team member before/ after school, but please be aware that the beginning/ end of the day can be very busy and the children will be our main priority.

Alternatively, appointments can be made with the class teacher at a mutually convenient time.

### **Keeping up to date with school News**

Termly events and Weekly Wednesday Newsletters are emailed, giving information about school and forthcoming events.

Further notices can be sent to you via our texting service 'Teachers 2 Parents' Please ensure your mobile numbers are kept up to date through the office.

You can also follow us on Instagram, where lots of photographs are put on weekly, showing what your child is doing in school. Instagram handle - StAthanPS



### **Snack Time and Drinks**

As a healthy school, we provide children with a snack daily. This snack varies, but children will be encouraged to try new foods and will be independently accessing their snack at a table.

In addition, please could you provide your child with a water bottle (**clearly labelled with their name**) that they will be able to access (and refill if needed) during the day. Children will have constant and independent access to their water bottles and so making sure they can recognize their own water bottle, and beginning to support them in recognizing their name is important.

The children in Nursery are also entitled to free milk and this is available to them every day.

Please ensure any dietary requirements are brought to our attention.

## Uniform

Uniform is not compulsory, but we would prefer children to wear it for a number of reasons, such as establishing an identity for our school, and create a sense of belonging.



Red cardigan, jumper or sweatshirt,  
Yellow polo t-shirt,  
Black or grey trousers/joggers/  
shorts/skirt,  
Red and white checked or striped dress  
(Summer)  
Black school shoes

School Uniform can be ordered via the office.

**Please ensure that all items of clothing are clearly labelled with your child's name.**

We encourage the children to be as independent as possible so if you could help them to take off/ put on jumpers, coats etc it would be much appreciated.

Please could your child bring a spare set of clothes to school every day, just in case your child needs to be changed for any reason e.g. during water play. Thank you.

## P.E.

PE takes place once a week for Nursery children.

PE days will be confirmed in September.

Please can the children wear their PE kit to school on these days.

PE Kit - a pair of black shorts/ joggers and a plain white t-shirt with trainers.

For safety reasons we ask that children do not wear jewellery to school (stud earrings only please).

## **Admission**

Children are eligible to start our Nursery the term after their third birthday. There are three admission dates during the year - at the beginning of the Autumn, Spring and Summer Term. All parents who wish to apply for a place will be required to complete an on-line application form from the School Admissions section, on the Vale of Glamorgan County Council Website - or Tel. 01446 709844/725 if further support is needed.

Once you have applied, or if you wish to just have a look at our Nursery we do hold **2 Open Days** during the year which you are welcome to attend, or you can ring to arrange an alternative visit at a time convenient to both you and the school.

**Our Nursery Open Day, in June/July**, is aimed at parents of new children who are due to start in September, whilst the **Open Day in December**, is generally for those children due to start in the Spring and Summer Term. At these meetings there will be the opportunity to find out about our Nursery, meet staff, and have a look around. New Entrants and their parents are then invited to visit the school prior to their starting date, before being admitted in small groups, so to allow time to help the children settle.

When your child is admitted, you will be asked to complete a data collection form. We will also go through a questionnaire with you, in order to gain some background information about your child for e.g. any medical condition we need to be aware of, food allergies etc.

Please can we make you aware that if you wish your child to **transfer to our main Primary School** after their time in Nursery, **you will need to apply to the Council again**, as places are allocated centrally by the LEA, and your child is not guaranteed a place purely by attending our Nursery.

It is also worth highlighting the **30-hour childcare offer** that is available for eligible working parents of children aged 3 and 4 years, across the Vale of Glamorgan. This consists of 12.5 hours per week of Nursery education, and 17.5 hours of child-care for up to 48 weeks in the year.

## The Curriculum for Wales

The Curriculum for Wales 2022 is designed for all children from the age of 3 to 16 and will provide a continuum of learning. It will support your child with authentic lessons, with real-life meaning, will suit their needs, and help them reach their full potential.



**Our school will support your child to develop the 4 purposes of the new Curriculum. That is to be:**

- an ambitious, capable learner, ready to learn throughout their life
- an enterprising, creative contributor, ready to play a full part in life and work
- an ethical, informed citizen, ready to take part in Wales and the world, and a
- a healthy, confident individual, ready to lead a fulfilling life as a valued member of society.

**As well as literacy, numeracy and digital skills, there are six areas of learning and experience that will continue throughout your child's school life. Everything your child learns will be connected to these areas**

In **Expressive Arts**, your child will explore art, dance, drama, film and digital media and music to develop their creative, artistic and performance skills.

In **Humanities** they'll learn about the world, society and events in the past and present. They'll explore the challenges and opportunities that face us, and what ethical action we can take to safeguard the world and its people in the future.

In **Mathematics and Numeracy**, your child will develop their understanding of numbers and use symbols in maths. They'll explore shapes and measurement and learn about statistics and probability

**Health and Well-being** is about looking after their physical and mental health including emotional well-being. They'll learn about healthy eating and how to make good decisions, deal with influences and develop healthy relationships.

In **Languages, Literacy and Communication**, your child will learn about languages. They'll understand and use Welsh, English and other languages. They'll study and create literature, and communicate in spoken, written or visual ways. This could include poetry, drama and film.

In **Science and Technology** your child will learn about biology, chemistry, physics, computer science and design and technology. They'll learn about design and engineering, living things, matter, forces and energy, and how computers work.

**The curriculum also covers:** • human rights • diversity and respecting differences • experiences and skills for careers and the workplace • learning about local, national and international contexts • developmentally appropriate relationships and sexuality education.



### Outdoor Learning

Curriculum for Wales encourages children to spend as much time as possible outside, discovering, exploring and learning.

The children will be making use of our wonderful outdoors regardless of the weather and for this reason we would ask that children are dressed appropriately for being outside in the sun, snow or rain.

Please could you send in a pair of wellies that you would be happy to leave in school. Please label with a name.

If you have waterproofs, these may also be sent into school for the children to wear during outdoor learning.

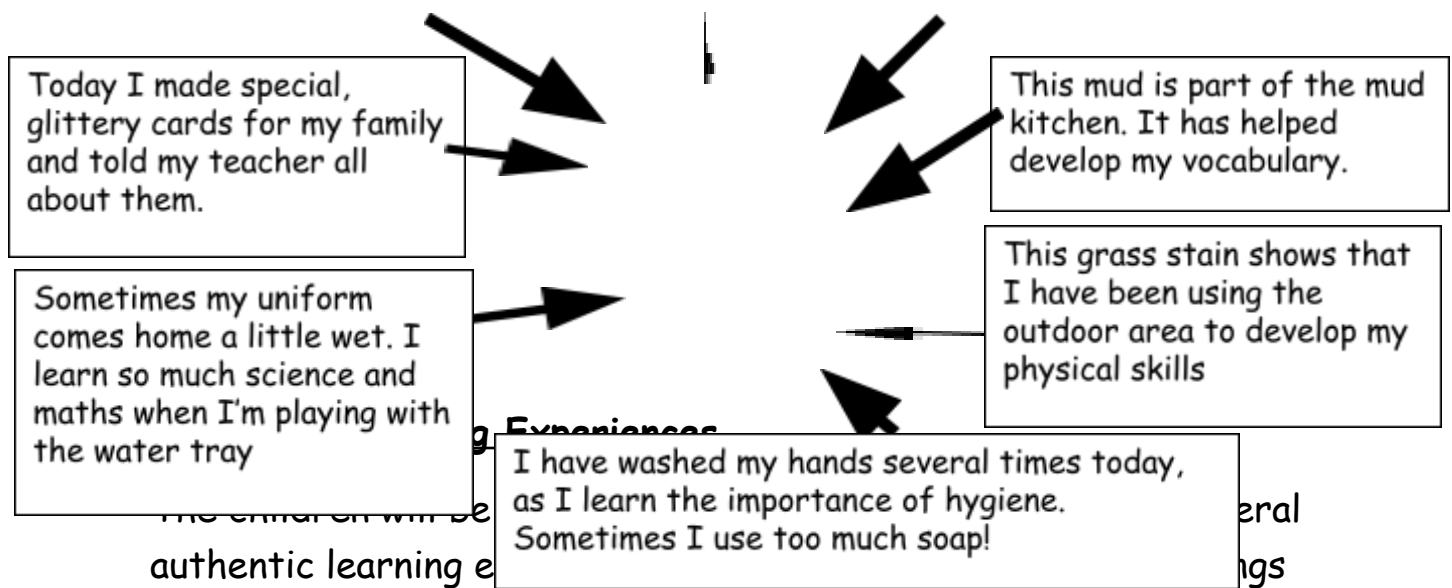
### Learning through Play

Whilst your child is in the Nursery Class, there will be an emphasis on learning through play, practical and real-life experiences. Learning can be messy and sometimes uniforms can get messy, but this shows what we have been learning.

This splodge is part of my lunch. I am trying hard to use my knife and fork correctly.

This black mark was made with a pen. I am really trying to develop my writing skills.

Painting helps me to develop my creativity. Sometimes I accidentally get paint on my clothes as I work.



linked to their topic of work e.g. trips into the locality and trips further afield.

## Behaviour

In our school, we believe that every pupil is entitled to a secure and happy learning environment. To achieve this, we believe that pupils need to be taught appropriate behaviour so that they will be able to foster a sense of self-discipline. Rules, regulations, rewards and sanctions are detailed in our Behaviour Policy, with the emphasis focusing on the positive aspects of behaviour. We believe this is essential, as it reinforces what is expected. All parents are asked to sign a home/school agreement on entry to the school.

We realise that as children begin school they are embarking on a whole range of new learning experiences and challenges. Although our expectations for behaviour are high, we endeavour to introduce children to the idea of following rules in a very simple way.

Our school rules are:

- Be Safe
- Be Respectful
- Be Responsible

## Parental Consultations and Reports

Parental Consultations are held in the Autumn and Spring Term to discuss progress, with all children receiving an end of year report in the Summer Term. Please, however, feel free to make further

appointments with your child's teacher if needed at any time throughout the year.

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### **Parental Support**

Building strong home-school links are important to support the development of the children's skills and confidence during this important initial first year in school.

During the school year parents will be invited to join us in school for a variety of reasons including school fairs, watching special events such as concerts, class topic celebration events or Sports Day.

News of these dates will be in the weekly Wednesday Newsletter.

At times, we may send out pleas for parental support with certain activities and would greatly appreciate your help.

If you are interested in helping in school, or joining our PTA, please see staff for more details.

Any parent helping in school will need to be DBS checked first.

### **Homework and Home Reading**

Homework will be given out as and when appropriate, to consolidate or extend learning in class. Your child will also be given a home reading folder. Further details relating to the home reading folder will be communicated to you once the children have settled into Nursery.

### **A.P.P. (Assessment, Planning, Preparation)**

For your information all class teachers are allocated 10% non-contact time dedicated to assessment, planning and preparation.

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*We hope that this handbook has been useful to you in answering some of the most common. If you have any further questions or would like to discuss any of the points covered, please do not hesitate to speak to a member of staff.*

We hope that you and your child will enjoy this important introduction to education, and it is the beginning of a happy and successful journey in St Athan Primary School.



Nursery Collection from School Details

Please provide details of who will be collecting your child from school and return to school on your child's first day.

Monday - \_\_\_\_\_

Tuesday - \_\_\_\_\_

Wednesday - \_\_\_\_\_

Thursday - \_\_\_\_\_

Friday - \_\_\_\_\_

List of people who are able to collect my child

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\*Please ensure you inform the school via email, phone or letting a number of reception staff aware if someone different will be collecting your child.

Without consent, we will be unable to release your child without first contacting yourselves.

All About Me

Written by

My name is

I am \_\_\_\_\_ years  
old  
My Birthday is on  
\_\_\_\_\_

My Family

Great things about  
ME!

Things that I enjoy...

Things that are  
difficult for me...

The best way to  
support me

I'd like my teacher to  
know...