

Welcome to Hull Collegiate Nursery



2020/2021

People at school

Meet the Nursery team...



Mrs Escreet
Teacher



Mrs Maltby
Foundation Stage Lead



Mrs Haworth
Nursery Nurse - Explorers



Mrs Hardy
Nursery Nurse - Explorers



Mrs Taylor
Deputy Nursery Manager
(mornings)



Miss Porter
Deputy Nursery Manager
(afternoons)



Mrs Rogers
Nursery Nurse



Mrs Douthwaite
Nursery Nurse
(afternoons)



Mrs Sultan
Nursery Nurse - Adventurers



Mrs Wealsby
Nursery Nurse - Explorers

Things to bring to school



Waterproof Trousers

We have an amazing outdoor area and we like to play out in it in all weathers. We also have a fantastic water play zone so please leave a pair of water-proof trousers in school at all times.



Wellington boots

We do lots of things outside but sometimes it is wet and muddy! Please always leave a pair of boots in school.



Hats

Whatever the weather, be prepared by bringing to school either a woollen or sun hat every day.



Coats

The British weather can be unpredictable, so we ask that a coat or waterproof jacket is worn to school every day.



Change of clothes

We are having fun each day and sometimes we get messy or, while we are still learning to be independent going to the toilet, sometimes accidents happen. Please can you make sure we always have a clean, spare set of clothes in school.



Water

Please bring a named drinking bottle full of water as we encourage children to keep hydrated throughout the day (no juice please, as drinking juice throughout the day can cause tooth decay).

I'm sorry that my uniform got dirty today but it helps to show what I have been learning...

This splodge is part of my lunch. I am trying so hard to use a knife and fork properly when I eat.

This yellow mark was made with a pen. I am trying so hard to develop my writing and drawing skills.

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

Sometimes my uniform comes home wet. I learn huge amounts of science and maths when I play in the water.

This grass stain shows I have been using the outdoor area to develop my physical skills.

The mud kitchen is very messy, but it helps me to develop my imagination and descriptive language.

Big movements like running and jumping help me to get better at small movements like writing.



My first day in Nursery - a warm welcome to you all!

Arrival and Going Home

Drop Off Procedures:

Please bring your Nursery child to the Main Prep Entrance door between 08.20 and 08.30, unless you have previously booked Early Morning Care.

Just a reminder that our lessons begin at 08.55, so please ensure that your child is at school by this time. The Reception entrance door is closed from 08.55 to enable our staff to begin teaching. Pupils arriving late should be brought to the Prep Admin desk to be registered as late.

Pick Up Procedures:

Nursery end of morning session pick-up is between 11.25 and 11.30. Nursery after lunch pick-up is between 12.25 to 12.30. Nursery afternoon pick-up is between 15.20 and 15.30. Please collect your Nursery child from the Main Prep Entrance door at these times, unless you have previously booked for an extended day. Please ensure that you have informed the Nursery staff of an individual password for your child, as an additional level of security, in case you need to send an unfamiliar adult to collect them.

Early Morning and Tea-time club

Early Morning and Tea-time club is currently available within our Foundation Stage "bubble". Sessions are available from 07.30 (with breakfast) and 08.00 (without breakfast) and from 15.20 up to 18.00 (with tea). Places are limited and must be booked termly in advance, for staffing and catering purposes. When dropping off and picking up your child for these sessions, please come to the Main Prep Entrance door and ring the buzzer and a member of staff will come out to meet you.

Parking

Parents are kindly asked to park in the school's main car parks. A barrier is in place between 08:15 and 16:15 at the front of the School as this area is primarily a staff car park. In respect of our local community, please do not park in the public streets around the School.

Parent Communication

How to Contact Us

Main School Reception: 01482 657016
Nursery: 01482 579112
Preparatory School Office: 01482 652172
Diane.Fawcett-Ward@hullcollegiateschool.co.uk
Open from 08:00 to 16:00 each day

For reporting absences please call the Preparatory School Office: telephone 01482 652172 or text: 07581 992822.

Our School Website

You can log onto our school website to keep up to date with our school news:

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

Twitter

We tweet most days to keep you up to date with activities the children are experiencing whilst at nursery. Children can often be relied upon to give the answer "nothing" or "just playing" when asked what they have been up to all day and hopefully these tweets dispel that myth!

[@HCS_Nursery](https://twitter.com/HCS_Nursery)

Facebook

School notices and information can also be found on our regular Facebook updates.

[@hullcollegiateschool](https://www.facebook.com/hullcollegiateschool)

Who to contact?

Explorers Room Leaders:

Mrs Allison Haworth - email: allison.haworth@hullcollegiateschool.co.uk

Mrs Chloe Hardy - email: chloe.hardy@hullcollegiateschool.co.uk

Adventurers - Nursery teacher:

Mrs Tracy Escreet - email: tracy.escreet@hullcollegiateschool.co.uk

Deputy Nursery Managers:

Mrs Jackie Taylor - email: Jackie.Taylor@hullcollegiateschool.co.uk

Miss Deana Porter - email: deana.porter@hullcollegiateschool.co.uk

Who should be contacted for further concerns?

We urge parents to contact the class teacher or Room Leader in the first instance for all matters regarding their child. However, if a class teacher is unable to answer your query, the phase leader could be called upon to help. Mrs Maltby is the Foundation stage Coordinator and can be contacted on the email below. Alternatively, you can contact the Preparatory School Office to arrange a telephone call or appointment with Mrs Maltby.

Janet.Maltby@hullcollegiateschool.co.uk

Newsletters and Communication

Wherever possible, we communicate by text and email. Weekly bulletins are emailed to parents each Friday during term time. They contain details on forthcoming events, information and weekly lunch menus.

Pastoral and Academic Matters

First Aid, Medication and Illness

We have a full-time First Aider and other staff are also trained in Paediatric First Aid. All accidents are recorded, and parents are informed of any head injuries which occur during the school day. Minor ailments will be treated in School; however, major problems will be reported immediately to parents.

Children should remain at home if they are ill. A child should not be sent to school unless they are healthy enough to go outside to play and take part in all lessons. If your child is unwell, please call or text the school office so we can amend our registration and we do not contact you unnecessarily. Registers are taken at 08:55 every morning.

Please keep us informed about any health problems concerning your child. If your child needs prescribed medication during the day, you will need to complete a Pupil Medication Request form with clear instructions and hand this, along with the clearly named medication, to the Prep School office or the First Aider in the First Aid Room. Parents should ensure that the First Aider or class teacher is given clearly labelled inhalers, Epipens or similar for those children who require them.

COVID-19 and MIS-C

No one with symptoms of COVID-19 or MIS-C should attend school for any reason. Symptoms include fever, cough or chest tightness, fatigue, myalgia (muscle aches or pains), dyspnoea (difficult or laboured breathing), loss or change to smell or taste, sore throat, headache, chills, stomach ache, vomiting or diarrhoea, rash, conjunctivitis or swollen lymph nodes in the neck. Any child exhibiting any of these symptoms should be kept at home, the school immediately informed and NHS guidance on testing should be followed.

Meals and catering

All Nursery pupil meals and snacks will be provided by the school catering team. Please share details of any food allergies or specific dietary requirements with the Nursery team, who will put you in contact with the school catering team if this is deemed to be useful.

Safeguarding

For all safeguarding concerns and queries, please contact Mrs Smith, Deputy Head either through the Prep Office or email:

carrie.smith@hullcollegiateschool.co.uk

Please find below details of the emergency procedure that we would follow to ensure your child's safety and wellbeing, in the highly unlikely event that an emergency or disaster should prevent you from collecting them at the end of the day. Do rest assured that, should such a situation occur, our major priorities would be caring for your child and making contact with you.

Procedure carried out by the school in the event of a parent or carer failing to collect a nursery-aged child at the end of school:

Any uncollected child due to be collected at 3.30pm will remain in the Nursery with the Evening Nursery staff, who will ask the office staff to contact the parents/carers using the Emergency Contact numbers supplied to the school. If the named adult has not collected the child by 4pm, the child will remain in the Nursery with the Evening Nursery staff and these staff will either be informed of the named person due to collect the child, or will continue to attempt to make telephone contact as above. Any uncollected child due to be collected at 6pm will remain in the Nursery with a member of the Evening Nursery staff, who will attempt to make telephone contact as above. If no contact has been made by 6.20pm, Social Services will be contacted and appraised of the situation and the child will be supervised by a member of the Evening Nursery staff until either a member of the Social Services team, or the named adult arrives to take over care of the child.

Outdoor Learning

We explore every opportunity to enjoy our stunning grounds and take our learning outside. We will be holding outdoor learning experiences throughout the year, incorporating learning activities across the full range of Foundation Stage curriculum areas.

Assessment

We want all children to make excellent progress. We encourage children to become active learners who ask questions, seek solutions and see mistakes as opportunities for deeper learning. We believe that the key purpose of assessment is to move the children forward in their learning.

Reporting to Parents

Reports are written by class teachers or key workers at the end of the Michaelmas, Lent and Trinity terms.

Parent consultation meetings

Parents are invited to meet staff to discuss their child's progress in the Michaelmas Term and in the Lent Term. If parents are concerned about their child at any other time, they are welcome to seek an appointment with the class teacher or Phase Leader at the earliest opportunity.

**Welcome to
Hull Collegiate School Nursery - we look
forward to sharing your learning journey**