



# Welcome to Highfield Hall Nursery



## Prospectus 2024

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# Welcome to Highfield Hall Nursery

Welcome to our Nursery prospectus, which we hope will give you an insight into life at our warm and welcoming Nursery school!

Our purpose-built Nursery is part of Highfield Hall Primary School based in extensive, historic grounds in the heart of Newbold, Chesterfield. We have over 420 children attending our school from the ages of 3 – 11 years old. We offer places for 3 and 4 year olds within our Nursery school.

## Our school values

At Highfield Hall Primary School and Nursery we **CARE** about ourselves, our community and our world! We are **C**ompassionate, **A**spirational, **R**espectful and **E**motionally healthy.



Our children at Highfield Hall Nursery benefit from a nurturing, caring approach. Our experienced staff of qualified teachers and Level 3 qualified teaching assistants, work together as a strong team to ensure that all children benefit from a range of activities and high quality provision to ensure they achieve their very best in all areas of the Early Years Foundation Stage curriculum. We embrace the potential for outdoor learning and utilise our wonderful grounds including our forest school area.

We hope you find the information in this prospectus and on our webpage useful to you. If you have any further questions, please contact us via the school office on 01246 273534 or at [info@highfieldhall.derbyshire.sch.uk](mailto:info@highfieldhall.derbyshire.sch.uk)



**Dr Mike Bywaters, Headteacher**

**Mrs Rebecca Coles, Early Years Lead**

# Nursery Admissions

Our Nursery at Highfield Hall Primary School provides early years education for 3 and 4 year olds. We offer 15-hour places over five mornings or five afternoons and a limited number of 30-hour places, which are offered on a first come, first served basis. We ask that children attend for at least 4 morning or afternoon sessions, and at least 4 full days per 30 hours.

We take children from the term after their 3<sup>rd</sup> birthday at three main points during the year:

- September
- January
- April

## 15-hour places

Morning session: **8.40am – 11.40am**

Afternoon session: **12.30pm – 3.30pm**

**30-hour places: 9.30am – 3.30pm**

(with the option of a paid earlier start at 8.40am)

The children staying over lunch will need to bring their own packed lunch.

We do have the option for wraparound care with our onsite Breakfast and After School clubs. Please contact the school office for more details.



## Safeguarding

The safety and protection of children is our highest priority. Nurseries and schools are required to take any reasonable steps to ensure the safety of children. If we are concerned that a child is being subjected to ill treatment, neglect or other forms of abuse, the Head teacher is obliged to follow the Child protection procedures established by the Derbyshire Area Child Protection Committee and inform Social Care. Our most current policies and more information about our Safeguarding team can be found on our school website.

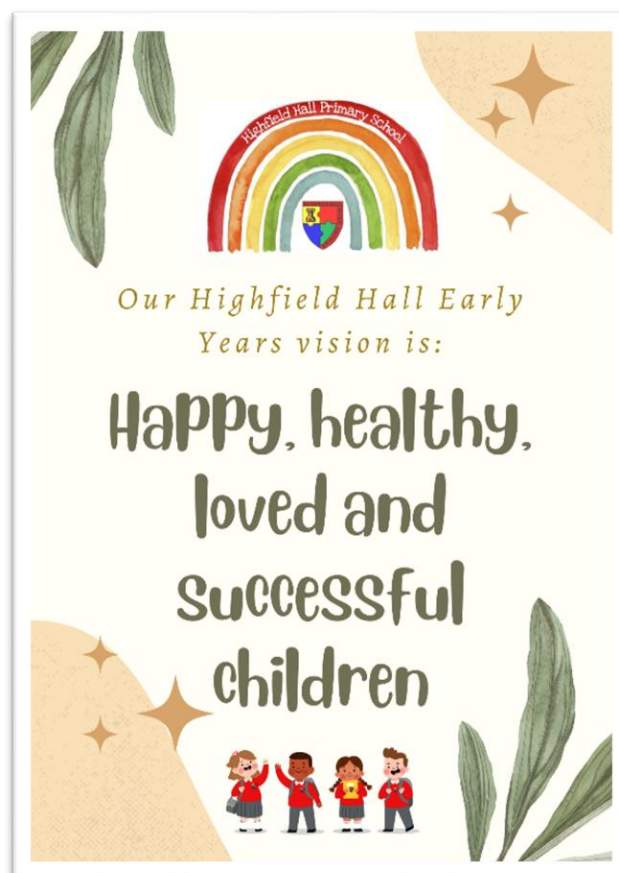
# Our Early Years Vision & Ethos

*In our Early Years Foundation Stage at Highfield Hall Primary School and Nursery, we aim to start the day of every child's life with love, laughter and fun!*

The relationships we foster with the children are led by professional knowledge, experience, love and integrity where we model high levels of spoken literacy, kindness, equality and respect for ALL.

Our aim is to ensure:-

- That children access an enjoyable, rich, broad and balanced curriculum that gives them a wide range of knowledge and skills needed for good progress throughout Nursery and prepares them to be successful, happy and curious learners ready for starting school.
- That children demonstrate high levels of involvement by accessing high quality learning environments, which promote independence and perseverance.
- Excellent quality and consistency in teaching and learning so that every child makes good progress and no child is left behind.
- By fostering secure relationships and creating a close partnership working between practitioners and with parents and/or carers.
- Every child is included and supported through equality of opportunity and anti-discriminatory practice.





# Staffing

We have a team of qualified and experienced Early Years practitioners in Nursery. As a maintained nursery school, we benefit from having a qualified teacher in Nursery at all times. Our qualified, experienced teaching assistants support our Nursery teachers.

For the 2023-2024 academic year our Nursery team are :-

Nursery Teachers	Nursery Teaching Assistants
<ul style="list-style-type: none"><li>Miss Danielle Pollitt (Monday, Tuesday, Wednesday)</li><li>Mrs Sally Briddon (Thursday &amp; Friday)</li></ul>	<ul style="list-style-type: none"><li>Mrs Angela Church (full time)</li><li>Mrs Ellen Groves (part time)</li><li>Mrs Rachael Herrett (part time)</li><li>Miss Kayleigh Wilson (part time)</li></ul>

In addition to our qualified Nursery team, we have midday meal supervisors who offer additional support for the children who attend over lunchtime.



## Working with parents

We know how important it is for you to leave your child in an environment where they feel safe and happy, and we welcome parents and carers into the Nursery at the beginning of the session.

We keep in touch with parents through a weekly update on the school app, the website, and by sharing photographs and observations through Evidence Me. We also invite parents to workshops and events throughout the year.



# A typical Nursery session

**8.40am** Children arrive with their grown up and are greeted at the door. They put away their water bottles, hang up their coats, find their photograph to place on the number line, find their name and practise writing it. They then say goodbye to their grown up and play in the indoor provision area.

**9.15am** Welcome Time on the carpet where we sing, count and talk about the day and any important events.

**9.30am** Children put on their puddle suits and wellies and play outdoors (in all weathers!) Sometimes we might split into two groups, some indoor, some outdoor.

Some 30-hour children may arrive at this time and will be greeted at the door by a member of staff and will say goodbye to their grown up.

**10.15am** snack time. This is fruit and milk, provided by the local authority. Children who don't drink milk will have their water bottle. Sometimes we have a "special snack" such as biscuits or items we have baked or made - we ask for a voluntary 50p per week contribution towards this.

**10.30am** indoor/outdoor play continues

**11.00am** story time and singing

**11.25am** Morning children get ready to go home and are collected at **11.40am**.

Children who stay all day are collected and go to the hall with their packed lunch. After this, they play on the Nursery yard.

**12.30pm** The afternoon children arrive and the afternoon session begins, running in a similar way to the morning.



# Uniform

Highfield Hall Primary School does have a school uniform, however this is not compulsory for our Nursery children. You can choose whether your child wears school uniform or their own clothes.

Our school uniform is:-

- Plain red jumper or cardigan (you can purchase uniform with the school logo directly from <https://www.loopwear.co.uk/find-your-school/highfieldhallprimaryschool>)
- White shirt or polo shirt
- Plain dark trousers, leggings, skirt or dress (black or grey)
- Black shoes (Velcro fastening recommend)



We do ask that children come to school wearing clothes that are warm and easy to pull up to support toilet training. We also ask that children wear shoes that can be easily taken off and put on by themselves, as the children will be changing into their wellies on a regular basis. The children at Highfield Hall Nursery have so much fun that they will get dirty, so we ask families not to send their child in any special clothing.

Each child will need:

- a pair of wellies and
- a waterproof puddle suit

to keep at nursery at all times. We aim to access the outdoor environment on a daily basis and in all weathers! Please name ALL items of clothing and footwear.

Children can bring a bag with a change of clothes with them everyday.





## Drop off & collect

We ask that you bring your child to Nursery between 8.40 and 8.55am, or between 12.30 and 12.40pm. Parents and children enter through the back door from the Nursery playground. We ask you to help their child do their “jobs”, and settle them to play, before making sure you say goodbye and leaving through the front door, locking it behind you. If your child is distressed, we can talk to you about what support your child may need. 30 hours children can be dropped off at 9.30am, unless parents are paying for the extra 50 minutes.

Children are collected at 11.40am and 3.30pm from the Nursery playground. A member of staff will stand at the door and call your child when they see you. Children will be expected to be sitting on the carpet at this point. If anyone different to yourself is collecting, please let us know. We will not allow children to go home with someone we do not know or who you have not told us is collecting them.



## First Aid, Medicines and Sickness

All staff are first aid trained. There are a number of staff who are paediatric first aid trained and we ensure there is a paediatric first aider on site at all times.

It is important that children do not come to Nursery when they are ill. If your child has a stomach bug, we ask that they stay at home until 48 hours AFTER the last bout of vomiting and diarrhoea. Children are still expected to attend with minor coughs and colds.

If your child has asthma and needs an inhaler please make sure the Nursery staff are aware and complete a form from the office for our asthma register. We will then ask you to bring in a spare inhaler to keep in school.

We prefer not to give children medicine in Nursery; however if your child is prescribed medication which needs to be given during Nursery hours, we will ask you to fill in a medication form, and hand the medicine and form in the original container to Nursery staff.

Please let the school know by telephoning 01246 273534 if your child is not attending Nursery. You can leave a message early in the morning. Please do not email this information as it may not be picked up until later in the day.

# Toileting

By the age of three it is reasonable to expect that children will have begun the toilet-training process and by the time they start nursery school to be showing more independence in using the toilet. However, we understand all children develop and achieve these milestones at different times. If your child is still requiring support with toilet training or has specific needs requiring them to wear nappies/pull ups, please speak to a member of the nursery staff to see how we can support you and your child. Advice can be found on the ERIC website <https://eric.org.uk/potty-training/>



## Special Educational Needs and Disabilities (SEND)

We are an inclusive Nursery, committed to providing equality of opportunity for all children. If we feel that your child needs additional or different provision to meet their needs in order to help them to develop, we will chat with you about what we can put in place. If you have any concerns, please talk to Nursery staff. Sally Briddon is the whole school SENDCo.



# Our Nursery Curriculum

The Early Years Foundation Stage (EYFS) statutory framework sets standards for the learning, development and care of children from birth to 5 years old. The EYFS Framework explains how and what your child will be learning to support their healthy development. Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through 7 areas of learning and development. Children should mostly develop the 3 prime areas first.

These are:

- Communication and Language;
- Physical Development; and
- Personal, Social and Emotional Development.

These prime areas are those most essential for your child's healthy development and future learning areas.

The other 4 areas are known as The Specific Areas. These are:

- Literacy
- Mathematics
- Understanding of the World
- Expressive Art and Design

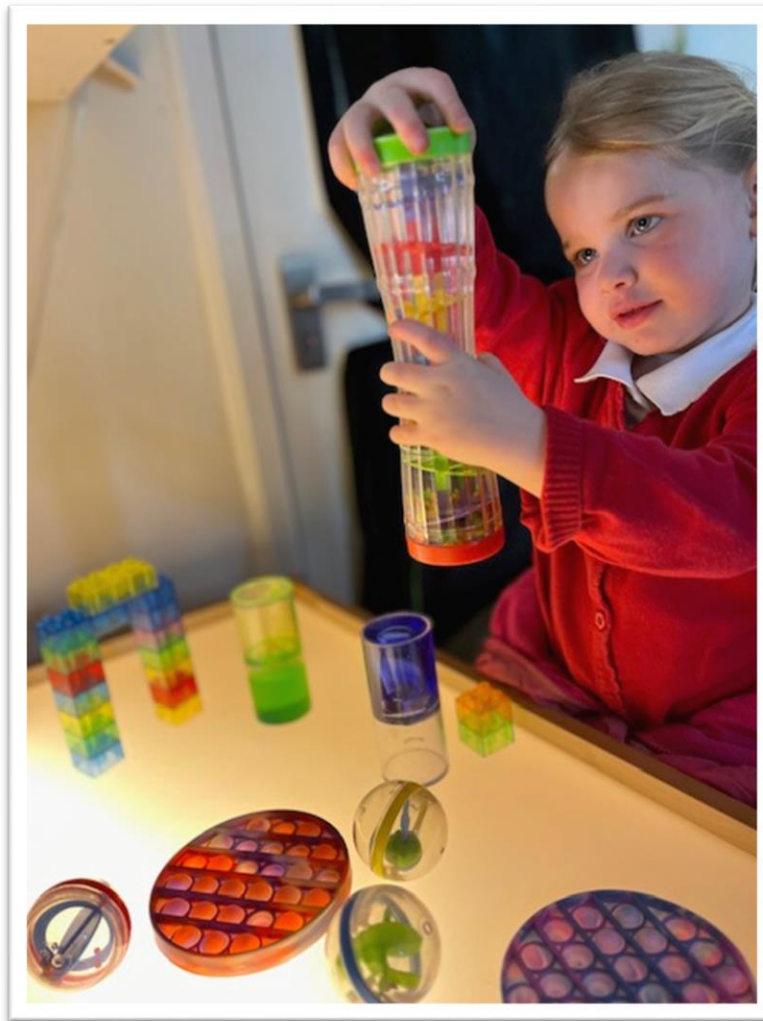


These 7 areas are used to plan your child's learning and activities. The staff teaching and supporting your child will make sure that the activities are suited to your child's unique needs. The curriculum is designed to be flexible so that staff can follow your child's unique needs and interests. Children in the EYFS learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outside.

Our Nursery uses Development Matters, 2021, which breaks down The Early Years Framework into specific developmental stages from birth to 3 and 3 to 4 years. This ensures that we support and teach to the levels and needs of our individual children. Development Matters then extends these stages to Reception appropriate levels of learning, which our children will access, as they move through into their next stage of school.

Weaving throughout the EYFS curriculum at Highfield Hall are three Characteristics of Effective Learning.

- playing and exploring - children investigate and experience things, and 'have a go'.
- active learning - children concentrate and keep on trying if they encounter difficulties, and enjoy achievements.
- creating and thinking critically - children have and develop their own ideas, make links between ideas, and develop strategies for doing things.



## Enrichment and Intervention Groups

During a child's time in Nursery they will experience many of the following skilfully designed and implemented levels of provision:

- Daily story sessions – differentiated groups designed to facilitate language and vocabulary development and impart a love for reading and stories.
- myHappyMind session – supporting emotional well-being.
- Monster Phonics – developing early phonological awareness.
- Baking – developing a love for baking along with raising awareness of nutrition and the safe use of cooking equipment.
- Creative area – supporting and developing children's creativity.
- Squiggle Wiggle Disco – developing physical literacy.
- 'Camp' - Forest school inspired session –outdoor learning within our forest school area, creating a love for outdoors in all weathers.
- Visual Timetables – to support children's decision-making skills.
- Special Educational Needs – we work with our school's SENDCo and external professionals, to provide individually tailored provision to meet the needs of children with additional needs.



# Moving into Reception - Starting School!

All children are entitled to start school in Reception in the September of the year they turn five years old.

**Please remember** - Attending Highfield Hall Nursery does not mean you automatically transfer into our Reception classes. You will need to apply for your child's school place via the Derbyshire County Council website. We will notify Nursery parents on how and when you must apply by. We also offer 'Starting School Open Days' during the Autumn Term of the year prior to your child starting school.

In the Nursery, we work very closely with the Reception class teachers to ensure a happy, smooth and successful transition into the main school. Nursery and Reception are both part of the Early Years Foundation Stage, led by Mrs Rebecca Coles.

Our nursery curriculum is carefully planned to ensure progression and continuity, preparing children for their start in Reception. We plan frequent visits to the Reception classes to give both the children and teachers a chance to get to know each other and build those essential relationships. Throughout their time in Nursery, the children will have many opportunities to experience the wider school life ensuring they are familiar with the building and staff members. The nursery children eat their lunch in the main school hall, preparing them for main school assemblies, PE and lunchtimes. The nursery children also take part in whole school events and celebrations.



Recent events have included a whole school celebration for the King's Coronation, performing our Christmas Nativity play with Reception to the whole school and our families. As well as our annual school 'Summer Fest' and various Sports Events such as the Daily Mile and Sports Day.

**We are proud to offer this school enrichment for our Nursery children, which promotes a feeling of belonging to our Highfield Hall school family!**



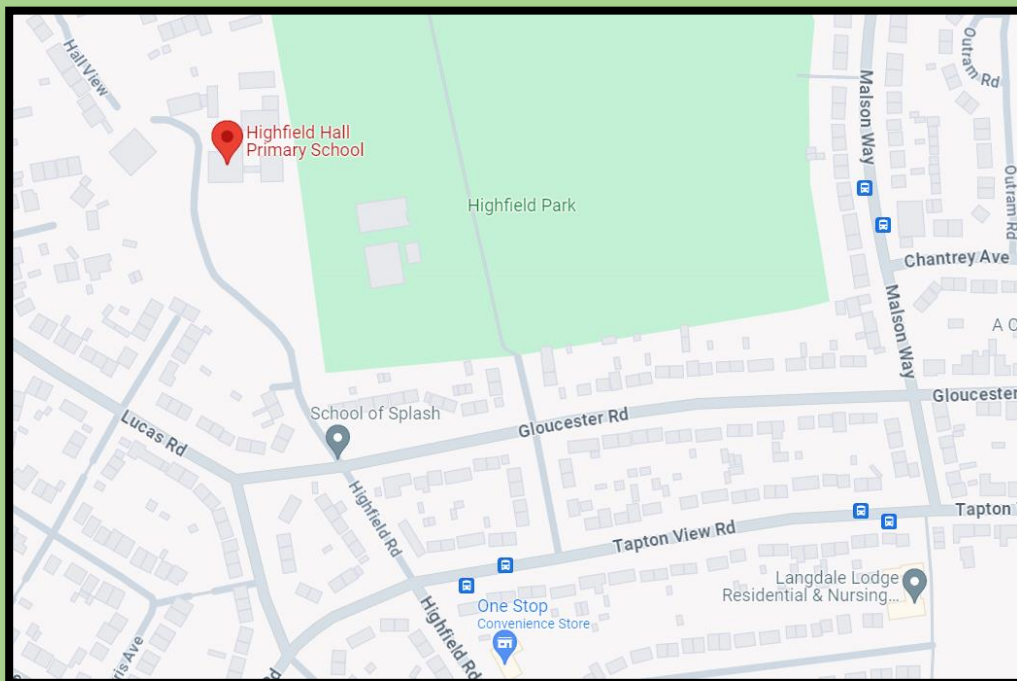


Thank you for taking the time to read our Nursery prospectus.

We hope it has answered your questions but if you would like further information or would like to arrange a visit, please contact us on 01246 273534 or at [info@highfieldhall.derbyshire.sch.uk](mailto:info@highfieldhall.derbyshire.sch.uk)

Thank you,

The staff and Governors at Highfield Hall Primary School & Nursery



Highfield Hall Primary School & Nursery  
Highfield Lane  
(Vehicle access from Gloucester Road)  
Chesterfield  
S41 8AZ

01246 273534

To find out more visit our website  
[www.highfieldhall.derbyshire.sch.uk](http://www.highfieldhall.derbyshire.sch.uk)