



INTRODUCTION

Beehive and Honeycomb Nursery staff would like to welcome you and your child. We are sure that your child's experience here will be a positive and happy one.

Inside these pages you will find information about our setting, how your child will spend their time with us and how we aim to work in partnership with you as parents and carers.

At Beehive and Honeycomb nursery we follow the Early Years Foundation Stage.

The Framework has 4 principles that we follow:-

- A unique child**—practitioners ensure provision reflects and supports all children.
- Positive Relationships**—practitioners are identified as “key workers” allocated to specific children to foster positive relationships.
- Enabling Environments** – practitioners observe, then organise spaces, materials and flow of the day.
- Learning and Development**—practitioners ensure challenging opportunities across all seven areas of learning.

How my child will be learning

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.

As children grow, the prime areas will help them to develop skills in **4 specific areas**. These are:

Literacy;
Mathematics;
Understanding the world; and
Expressive arts and design.

These 7 areas are used to plan your child's learning and activities. The professionals teaching and supporting your child will make sure that the activities are suited to your child's unique needs. This is a little bit like a curriculum in primary and secondary schools, but it's suitable for very young children, and it's designed to be really 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.

You can find the **Early Years Foundation Stage** which includes the early learning goals at www.foundationyears.org.uk. The foundation years website also includes a range of resources and contacts.

Your Child's First Day

For some children, Beehive and Honeycomb Nursery will be the first experience of being away from their family for a long period of time.

Your child's settling in period is our priority as we want to ensure it is as successful as possible. Before your child's first day you will be asked to complete some forms to help us get to know your child a little better.

A member of management will meet and greet you on your child's first day.

They will talk to you and ask you to complete an 'All about Me' form. While you are filling in the form, your child's key worker will interact with your child to start building a relationship.

Once your child is settled, please say goodbye to them and leave. If your child is crying or unsettled, please don't worry. Usually it only takes a few minutes for them settle down. If your child finds settling difficult, your child's key worker will work in partnership with you and put a settling in plan in place.

If your child becomes distressed, a member of the nursery team will contact you.

A Day in Beehive and Honeycomb Nursery

Learning Through Play:

We believe *children* learn through play-based experiences and opportunities.

All activities available for children to access are play-based. Children are encouraged to make choices about how they play and with what, who they interact with and where they prefer to do their learning. At Beehive and Honeycomb nursery, children are able to learn both indoors and outdoors. The Nursery has an outdoor policy which means the outdoor environment is available to children throughout their session. We encourage all children to be confident and independent learners.

Adult-Led Activities:

Adult-led activities are those which adults initiate based on children's interest. Activities are focused with a small group of children.

Whole Group Activities:

During the session children will be encouraged to participate in large group activities. The activities are aimed at developing children's confidence and social skills. Large group activities include parachute games, circle games, circle time and stories.

Learning Journals:

Your child will be given an individual learning journal. It will contain photos, observations and children's work. It is used to track your child's progress and inform planning. You can look at your child's learning journal once a month and contribute to it through the use of WOW cards. These are cards that you fill in recording significant moments of learning that you have observed at home. More information will follow when your child starts nursery.

Snack Table:

During your child's session, the snack table will be available for children to access independently. A variety of fresh fruits, water and milk will be available at all times.

Parent Partnership

We aim to work in close partnership with you as parents and carers. We will do this by newsletters, updates and the parent/carer information board. Learning journals can be viewed by arrangement and parents are encouraged to share information to contribute to their child's journal. If you have anything you would like to share with us, or any concerns, we have an open door policy at the beginning and end of each session where you can come and speak to a member of the team. There is also a suggestion box located in the entrance lobby and parents are encouraged to give their views.

Key Worker:

Your child's key worker will have overall responsibility for tracking and observing your child's development and all staff members are responsible for your child during each session. If your child's key worker is not available, you may speak to any member of the Nursery Team.

'Safeguarding Children'

At Beehive and Honeycomb we believe that all children and young people are precious. We all want them to grow up happy and healthy and make the best of all their talents. In our work with children, it is our duty to ensure that children are Safeguarded at all times.

If you have any questions, please ask to see our Safeguarding Policy.

The Nursery is committed to promoting the health and welfare of all children and if staff see signs which suggest that one of the children may have been a victim of abuse, staff will (as is required by law) follow the procedures laid down by the Area Child protection Committee.

NB. Such action in no way infers that any parent/carer or other individual is being accused of wrong doing.

A full version of the Nursery's Child Protection Policy is available upon request.

Session Times

We offer flexible sessions five days a week from 9.00 to 3.00 Monday to Friday.
Please ensure you collect your child on time, as children often become distressed when their parents/carers are late.

Uniform

Beehive and Honeycomb logo gold t-shirt
Beehive and Honeycomb logo book bag

Please ensure that your child has a suitable winter coat.

All items with logos can be purchased from us

Sun hats must be brought in during the summer, and please apply sun cream to your child before their session.

Footwear

Please ensure your child wears comfortable and suitable footwear at all times.

Spare Clothes

Please provide your child with a spare set of clothes for each session.

Spare clothes can be left in a bag on the coat stand.

Please ensure no plastic bags are brought in and left in the Nursery.

Please make sure items are all clearly labelled with your child's name.

Jewellery

Children are not allowed to wear jewellery, apart from stud earrings.

Absence

If your child is going to be absent from Nursery please call to let us know on 01753 662987 or Tracy on 07775814340.

Personal Information

Please remember to update your contact details on a regular basis and inform us of any changes to your circumstances.

“Need to Know” Policy

Information about families will only be shared on a “Need to Know” basis.

It is considered that all staff ‘Need to Know’ about the following:

Medication

Dietary Needs

Collection of children

Sensory impairment of child or carer

Behaviour strategies

Child Protection Register and issues

Languages

Health issues related to the child e.g. allergies , asthma, eczema and any other health concerns

Privacy Notice - Data Protection Act 1998

We, Beehive and honeycomb Nursery, are a data controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous setting and the Learning Records Service. We hold this personal data and use it to:

- Support your teaching and learning;*
- Monitor and report on your progress;*
- Provide appropriate pastoral care, and*
- Assess how well your setting is doing.*

This information includes your contact details, EYFS assessment results, attendance information¹ and personal characteristics such as your ethnic group, any special educational needs and relevant medical information.

We will not give information about you to anyone outside the nursery without your consent unless the law and our rules allow us to.

We are required by law to pass some information about you to the Local Authority and the Department for Education (DfE).

Beehive and Honeycomb Nursery
Fulmer village hall
Windmill road
Fulmer, SL36HD

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