



**A Very Warm Welcome to
Heber Primary School
Nursery Information Meeting 2023**

Welcome to Heber Primary School

This presentation aims to provide an introduction to Heber Primary School and includes initial information which we hope you will find useful. Should you have any further questions, staff will be happy to discuss these with you.

The information in this presentation will also be included in your 'Welcome to Nursery at Heber' handout.

The school website www.heberprimaryschool.com

**Please follow the school on Twitter 'Heber Primary School'
@heberschool**

**The Foundation Stage has our very own twitter. Follow us on
@Heber_FS**

Please take a look as it is kept up to date with the latest news and events and has lots more information about our school.

Staff in the Foundation Stage at Heber Primary School

Miss Cristina- Nursery Class Teacher

Early Years Practitioners:

Karen Hailston

Tina Hobbs

Nicola Williams

Debbie Baker

Settling Timetable

Tuesday 27 th June	Welcome Meeting for Parents / Carers at 3.45pm
Tuesday 27 th June, Thursday 29 th June, Tuesday 4 th July, Thursday 6 th July and Tuesday 11 th July	<p>Stay & Play Sessions – Children and one parent/carer to attend. (Please call the school office w/c 6th June to book your appointment.)</p> <p>Time: 9.30am – 10.15am, via the Jennings Road Entrance</p>
Wednesday 6 th September – Friday 8 th September	<p>Stay & Play and Parent Conferences.</p> <p>Times TBC, via the Jennings Road Entrance</p>
Monday 11 th September	Full Time Children: Children in these sessions will attend Nursery from 9am – 12pm. They will not stay for lunch.
Tuesday 12 th September	Full Time children and Monday – Wednesday children: Children in these sessions will attend Nursery from 9am – 12pm. They will not stay for lunch.
Wednesday 13 th September	<p>Full Time children will attend a full day. (9am-3.30pm)</p> <p>Monday – Wednesday children: Children in these sessions will attend Nursery from 9am-12pm. They will not stay for lunch.</p>
Thursday 14 th September	<p>Full Time children will attend a full day. (9am-3.30pm)</p> <p>Wednesday – Friday children: Children in these sessions will attend Nursery from 9am – 12pm. They will not have lunch.</p>
Friday 15 th September	<p>Full Time children will attend a full day. (9am-3.30pm)</p> <p>Wednesday – Friday children: Children in these sessions will attend Nursery from 9am – 12pm. They will not have lunch.</p>

Beginning and End of the Day

The Nursery day begins at **9.00am**. As a school, we stress the importance of punctuality and ask that your child is brought by an adult to the **Jennings Road gate** for **8.55am** as the door will be opened just before **9.00am**.

The children will be greeted by the Nursery team and walked down to the Nursery classroom. We kindly ask parents to stay at the gates in the morning and let the staff bring the children safely into the classroom.

You should collect your child from the Nursery classroom at **3.30pm**. If someone other than yourself is picking your child up, please inform the class teacher in the morning; we will not allow children to leave with another person without authorisation. If your child has not been collected by **3.40pm**, they will be taken to the office to wait.

Daily Timetable

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9.00-9.10	Arrive self registration	Arrive self registration	Arrive self registration	Arrive self registration	Arrive self registration
9.10-9.25	Carpet input	Carpet input	Carpet input	Carpet input	Carpet input
9.25- 11.20	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play
11.20-11.30	Phonics	Phonics	Phonics	Phonics	Phonics
11.30-12.30	Lunchtime	Lunchtime	Lunchtime	Lunchtime	Lunchtime
12.30-12.45	carpet input	carpet input	carpet input	carpet input	carpet input
12.45-3.05	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play	Guided activity and free flow play
3.05-3.20	Story/singing time. Get ready to go home	Story/singing time. Get ready to go home	Story/singing time. Get ready to go home	Story/singing time. Get ready to go home	Story/singing time. Get ready to go home

Clothing

Clothing: We encourage you to provide your child with the Heber school uniform which is available to buy from the office. The blue sweatshirts and white polo shirts are to be worn with grey trousers, skirts or dresses. Children may wear grey shorts or a blue gingham dress in the Summer.

The P&F do regular second hand sales throughout the year!

Please ensure that all clothing that your child wears or brings into school, is clearly named. All prices subject to change.

Sweat shirts £ 8.00

Cardigans £10.50

White polo shirts £ 6.50

School book bag £4.50

Fleece £13.00

Food and Drink

Lunch: At lunchtime your child can have a packed lunch prepared at home and brought into school, or a school dinner. Lunchtime is between 11.30am-12.00pm. During this time, the children can eat lunch and play with their friends.

On Wednesday half day the children will not have lunch if they are finishing at 12pm.

There will be a selection of different meals available each day for your child to choose from. Vegetarian options are always available. Please let us know if your child has any other dietary restrictions or requirements.

Packed lunches should support our school's healthy eating policy. Please note that our school is a 'nut free' zone which means that all types of nuts are banned. Also note that FIZZY DRINKS/SWEETS/CHOCOLATE are not allowed in school lunches.

Snacks: Children will receive a free piece of fruit during the day.

Drinks: Water is available throughout the day, including lunchtimes. Children can also bring a drink to school – remembering that no fizzy drinks are allowed.

Health

Health: Staff need to be aware of your child's medical background, in particular any allergies (e.g. bee stings, dairy food), any dietary restrictions (e.g. vegetarian or Halal) and any medical conditions that are important for us to know (e.g. asthma or eczema).

Children can suddenly become ill and therefore it is important that we know we can contact you or another adult relative/friend at all times. Please ensure that the school is kept up to date with your contact details. If your child is unable to attend school due to illness, please telephone the school office to let us know.

We follow NHS guidelines as to when a child should return to school after an illness to prevent the illness from spreading. For example, a child who has diarrhoea or vomits should only return to school 48 hours after the symptoms have gone. Please refer to the NHS guidelines or speak to the school office for assistance.

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

Early Years Curriculum

Activities in Nursery are carefully planned and organised in order to provide a range of learning experiences. Individual records are kept by staff to record the activities your child participates in and undertakes, as well as their progress in specific skills. Planning for each half term is carried out using a theme-based approach, following the children's interests and responding to specific events.

There are 7 Areas of Learning in the Early Years Foundation Stage (EYFS), which activities are planned around:

- **Personal, Social and Emotional Development**
- **Physical Development**
- **Communication and Language**
- **Literacy**
- **Mathematics**
- **Understanding the World**
- **Expressive Arts and Design**

Throughout the EYFS, children will be working towards developmental statements in the Foundation Stage Curriculum. These describe the level of attainment expected at the end of your child's Nursery year in school.

Early Years Curriculum

Settling into Nursery is an important process and can take time depending on your child's needs.

We place a high importance on forming relationships with the children and increasing their independence.

We would like to work cooperatively with you to ensure a smooth transition into Nursery routines.

In preparation we ask that children practise their independence with **toileting** skills. Children should begin to attempt to put on their own shoes and coats.

These are important milestones that we will also will be focusing on.

Home and Nursery Links

We understand and value the support you provide for your child at home. Early years staff would love to hear about what you and your child have been doing at home. We encourage you to share your child's learning, achievements and experiences with staff, as this helps us to build a more complete picture of your child.

We would a love for you to be involved in some of our activities such as:

- Library Visits
- Outdoor learning sessions
- Trips
- Story Times
- Helping with an activity
- Singing Nursery rhymes and number songs

Nursery outings

From October half term until Easter we will attend **Story telling sessions** at Dulwich Library

From Easter until Summer holidays we will attend **Outdoor learning** sessions at Alleyns

We would need volunteers to accompany us on this outings as we need to cover a 1:3 ratio

This sessions happen weekly or fortnightly

Outdoor Learning

At Heber the children will participate in outdoor learning sessions. This will take place at the Alleen's playing field. During the outdoor learning sessions, the children will have the opportunity to experience nature and the outdoor environment in a safe, secure and hands on way. The children will be exploring, playing and problem solving to encourage learning using a range of activities.

We will need parents to accompany us on the outdoor learning sessions so please tell a member of staff if you will be available to assist with any of the sessions.

For the outdoor learning sessions your child will need

- T shirt
- Trousers
- Wellies/ old trainers
- Waterproof jacket
- Sun hat

Learning Journeys

Throughout the year, staff will record your child's learning in their own Learning Journey book. This will form a unique record of your child's learning and development. It will contain samples of work, photographs and staff observations. These folders enable staff to track your child's progress and attainment, and also plan future activities.

We value parent's views on how your child is progressing and to support this we encourage you to fill in 'WOW' vouchers that are added to your child's Learning Journey books.

Housekeeping

- **Contact Details** – These must be kept up to date. If you change your phone number or address, please remember to let us know. Please give us as many contact numbers as you need to.
- **Adults Permitted to Collect**- Children will only be sent home with the adults that you have given permission to collect. If somebody different is collecting your child you need to let us know. Please do not be offended if we do not send your child home with someone other than the named adults. If we do not recognise the person collecting your child (regardless of how familiar they seem to be to your child) we will phone you first.
- **How to contact teachers:** To contact your child's teacher, please contact the school office and we will pass a message to the teacher to get back to you.
- **Office Hours:** The school office is open for phone and email queries from 8.30am - 4.30pm.
- **Meals:** School meals are heavily subsidised for pupils in Nursery. We offer a healthy school meal with a vegetarian option. More to follow on our caterers.
- **Allergies** – This is a nut free school – all school meals are nut free. If you are sending your child in with a packed lunch make sure that there are no nuts/products that contain nuts in school. We have children with a whole range of allergies. In some cases these are very severe allergies. For this reason, we do not allow birthday cakes to be sent in on children's birthdays.

Housekeeping

- **Requests for holidays** – Requests to take children out of school need to be sent to the headteacher, via the school office. Please also ensure all medical, dental etc. appointments for children are made outside of school hours.
- **Uniform:** Uniform can be ordered via ParentPay from the end of August and can be collected before the start of term. Further information will be sent later in the Summer.
- **ParentPay:** Safe and secure platform for online payments to the school. All new parents will be contacted by email over the Summer and asked to activate their ParentPay accounts to enable the ordering of uniform as well as other items in the future.
- **Nursery Fees**
- **30 Hours Free Childcare Code:** We should have received codes from parents already. If you have not already done so, please apply for your 30 Hours Free Childcare Code as soon as possible and once received, please send to the school admin team. **We must receive your code by Friday 30th June.**
<https://www.gov.uk/apply-30-hours-free-childcare>
- **ICT - Acceptable Use Policy** - Please refer to the letter and complete the attached form.
- **Parents & Friends Committee**

Welcome to
Caterlink
WE ARE WORKING IN
PARTNERSHIP WITH
HEBER PRIMARY SCHOOL

FRESH FOOD



Fresh Food 95% of our dishes are made from scratch on-site. Exceeding the Food For Life Standard by 20%.

PLASTIC REDUCTION PLEDGE



Since 2019 we have been cling film free! We have removed single use plastic in our kitchens

LOCAL SOURCING



We source all of our fresh ingredients including meat, fruit and vegetables and dairy products from local suppliers

HEALTHY EATING INITIATIVES



We have increased sustainability in our menus with increased plant-based recipes & Meat Free Mondays

SUGAR REDUCTION



We have developed fantastic low sugar dessert recipes, far exceeding the Government guidelines!

HEALTHY LIFESTYLE



Healthy Living Programmes Collaborating on local health initiatives such as parent cookery lessons

ADDED BENEFITS



Assemblies, Cookery Lessons, Safety in the Kitchen Skills, Taste & Sensory Session

Food Allergies

If your child has a food related allergy or intolerance, it is imperative that you provide confirmation from a medical professional to allow our caterers to produce a tailored menu for your child.

Without this confirmation, they are unable to tailor a specific menu for your child, and cannot guarantee that they won't be exposed to the food type they are allergic to.

Please send documentation to adminoffice@heber.southwark.sch.uk or bring it to the school office.



We are committed to providing meals for children needing special diets for medical requirements, where possible. Caterlink work closely with their suppliers and aim to be as accurate as possible but it must be noted that they can only be guided by the information the suppliers provide, similar to the process of a parent catering for a child's special diet.

It is essential that all parties concerned work together when providing a safe special diet and that this is reviewed with every menu change, therefore please ensure this form is fully completed.

It is vital that all forms are accompanied with a referral letter from a medical professional (G.P/ consultant /dietician). It is important the unit manager and kitchen team or servery supervisor have met the child requiring the special diet to ensure they give the right meal to the right child. **This form must be handed into the school (not the Caterer) and discussed with them.**

PUPILS DETAILS					
Child's Name					MALE / FEMALE
Class					
Date form issued to the school and to who					
Diet required or Allergy information please circle	Peanut	Milk	Crustacean	Soybean	Fish
	Celery	Nuts	Sesame Seeds	Mustard	Lupin
	Eggs	Molluscs	Gluten	Sulphites	Other*
*Other – please state					
SCHOOL DETAILS					
Name of School					
School Address (in full)					
Production kitchen address (if different to school)					
Mid Day Supervisor or School contact regarding special diets / allergies					
PARENT/GUARDIAN DETAILS					
Main Contact Name & relation to child					
Main Contact - Phone Number(s) / E-mail address					
Second Contact Name & relation to child					
Second Contact Phone number					
OTHER INFORMATION					
Has a photo ID form been completed and issued to the kitchen?					
Has the unit manager been informed?					
If EpiPen / Medicine is needed who is to be contacted and is it kept on site					
Data Protection - please tick where you agree / give permission					Tick
I'm happy for my child's allergen information and photo (where provided) to be passed to the Caterlink to enable them to assist the school in correct food provision					
I'm happy for my child's allergen information and photo (where provided) to be displayed next to the main servery area to enable the catering staff to check allergy information					

Nursery- September checklist

- School uniform (please label all items of clothing)
- Appropriate school shoes (Velcro shoes black or navy)
- School Bookbag
- Named bag with spare clothes
- Water bottle (will stay here for the duration of their week)
- Update your contact information with school office
- Follow settling timetable



Thank you and we look forward to welcoming your child to the Heber community.