

*Warrington Road
Nursery School
Prospectus*



Headteacher

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Welcome!

We are delighted that you have chosen to bring your child to our nursery school.

Through partnership we aim to provide education and care of the highest possible quality for young children at this crucially formative stage of their lives.

This prospectus aims to give you information which will help you to understand more about the Nursery School so that together we can ensure that your child's early years experience is both happy and worthwhile.

Mrs A Brown

Headteacher B.Ed (hons) EYPS, NPQH.



History and background to the school

The original Nursery School opened in a building on this site in 1943.

The new centre was completed in November 2006.

There are five classrooms, each equipped with carefully selected resources and materials. All have access to the outdoor area for continuous play. There are a different range of activities and learning objectives in each area to compliment the Early Years Foundation Stage.

The range of activities and experiences we offer are concerned with the young child's emotional, social, physical, aesthetic and intellectual development. We take into account the fact that everyone develops in different ways and at different rates.

Development is a continual process. We aim to encourage the individual child to develop his/her abilities to their fullest potential, in an enjoyable way.

Outside, we are fortunate in having a large grassed area with climbing equipment and structures to encourage imaginative play.

There is a hard area for ball skills & wheeled toys. We regard outdoor play as an integral part of our curriculum.

There are many opportunities to play, explore and talk which are the key processes for learning in the early years.

We are one of three maintained Nursery Schools in Widnes. When the children leave this Nursery School and Children's Centre they are admitted to various infant/primary schools.

Our Nursery School staff are fully trained and all staff and students are DBS checked.



Mission Statement

At Warrington Road Nursery School we serve the community by providing a happy, secure and caring environment where all are valued and respected. We believe in the uniqueness of the individual and recognise the diversity and range of contributions that each can make.

We aim to provide for the moral, emotional, physical, social, spiritual and cognitive development of the whole child; this includes a growth in knowledge and understanding of self and the world in which we live. We seek to foster self-esteem, independence and a sense of responsibility to others and the world around.

In all that we do we endeavour to provide high quality care and education within a challenging, creative, stimulating, encouraging and mutually supportive environment where children are offered extended opportunities for learning, and enabled to develop the skills they require for living.



School Staff

Teachers, Higher Level Teaching Assistants and Teaching Assistants work closely together as a team. The staffing ratio is 1:13.

The staff are:

Amanda Brown	Headteacher
Maraide Hurst	Assistant Headteacher/SENCO
Paula Clarke	Teacher
Rebecca Chorley	Teacher
Jane Storey	Teacher
Karen Littler	HLTA
Stefanie Blackburn	HLTA
Deborah Statham	TA
Nadia Given	TA
Paula Shipley	TA
Lianne Monteith	Casual Support Assistant
Tracy Johnston	Casual Support Assistant
Diane Blackburn	Casual Support Assistant
Jayne Fitzpatrick	Casual Support Assistant
Lisa Johnson	Casual Support Assistant
Mandie Crank	Office Manager
Ian Oliver	Caretaker

We also have a number of students who will work with the children during the year. These include Teacher Training students who are on work based placements and pupils from local secondary schools on work experience.



Admission Policy

The admission policy is determined by Halton Borough Council. A copy of the policy is available from the office on request.

New children are admitted in the September following their 3rd birthday. All children currently attend on a part-time basis. Children attend for 3 terms although it is sometimes possible for some children to attend for more than 3 terms if places are available.

We regard parents/carers as valued partners. They are encouraged to visit the school and Children's Centre prior to their child's admission. We will make a home visit to introduce ourselves to you at a mutually convenient date before your child starts the nursery. We believe it is vital that parents should have the opportunity to tell us about their children and to learn something about our school setting and what we are trying to achieve.

We aim to provide a welcoming environment. We operate a policy of gradual, staggered admission of new children. We believe that this helps the children to feel more confident and secure in adjusting to a different situation.



Opening Times

We offer a flexible drop off and pick up for each session. This minimises the congestion in the entrance and corridor, and also allows you to time your journey so you can bring your child straight in rather than have to wait in the entrance.

Morning Session:

Drop off **9.00 - 9.15am**

Pick up **11.45 - 12.00 noon.**

Afternoon Session:

Drop off **12.45 - 1.00pm**

Pick up **3.30 - 3.45pm**

When you are offered a place for your child it is either a morning or an afternoon place. We try to meet your preference. Please try to ensure that children attend as regularly as possible, unless they or you are ill. Please remember that it is a regulation that children must be collected by an adult (someone aged 16 or over). Please tell us if somebody different will be collecting your child. If we do not know this person then, for safeguarding reasons, we will ask you to provide a 'password' so we are sure that your child is being passed to the correct adult. We understand that occasionally circumstances can delay the adult who is collecting a child but please phone and let us know. Where no contact is made we will then try the alternative numbers given to us on your admission form so please ensure you update your contacts if there is any change. If we cannot contact any of your child's emergency contacts then we will refer to our uncollected child policy. We will always keep your child safe.



Profiles of Development

All parents / carers are asked to provide an A4 file with 2 photographs of their child (one as a baby and one other).

These will be mounted as the first pages in the child's file. Examples of your child's recorded work will be put in their file together with photographs taken in the nursery and on outings. Your child's Learning Stories will also be kept in their files.

On leaving the nursery the file (with photographs) is for you to keep.

Parents/Carers Help

Parental involvement in school is highly valued. All parents/carers are asked if they would like to be parent helpers. We ask all helpers to complete a DBS Check prior to starting.

We believe that an effective partnership between home and school is of great value. The nursery staff aim to work with parents/carers for the benefit of the whole school and community.

Trips

All parent/carers are welcome to accompany their children on the 3 trips we make each year. We try to keep the cost to a minimum. You are also welcome to take photos of your child for your own personal use, but for the safety of your child at nursery we ask that you don't upload photos of school trips to social networking sites.



Home /School Book Loan

Your child will be given a set of books on their home visit. Nursery school book bags are available to purchase for £4 from school. Each day your child has their book bag at school they can choose a book to take home as there are book boxes in each room. We ask that they have a book bag to keep them in as this protects the books on the journey to and from nursery, in the same way that schools use book bags for reading books.

We have a large selection of story and information books and some which are suitable for children who are beginning to recognise some words. We hope you will enjoy reading these books with your child.

Story stacks are given out within your child's key group and can be borrowed for 2 nights. Please ensure ALL the pieces are in the sack when it is returned.

Thank you.



Behaviour and Discipline

We aim to provide an environment where all children feel safe, secure and valued. We encourage care and respect for each other and for property. We encourage the children to learn to co-operate with each other, to develop self control and to take turns.

We reinforce positive behaviour and attitudes in all the children by appropriate praise and encouragement.

We hope that parents/carers will tell us if they are concerned about their child's happiness or behaviour. If we are concerned about a child, we will discuss it with the child's parent/carer.

Health and Safety

The children's safety and well-being are of prime importance. We follow Halton Borough Council's Health and Safety Policy.

We have regular fire practices in liaison with the whole Children's Centre.

Security

The nursery doors are opened at the beginning and end of each session. For the rest of the time they are locked. If you need to collect your child early you will have to ring for admission. All visitors are asked to sign in at the main reception.



Illness

If your child has a medical or physical condition which could affect him/her in school - please let us know.

If your child becomes unwell in school, we will try to contact you so please make sure that you tell us of any changes of your telephone number, the emergency telephone number or address.

The best place for a child who is ill is at home where they can rest in a quiet place. If your child has been sick and/or had diarrhoea please do not bring him/her back to school until they have been clear for at least 48 hours, because it is very infectious. If your child has been prescribed antibiotics they need at least 24 hours at home in case of any adverse reaction.

5 members of the staff who are qualified first aiders give treatment if anyone is hurt in school. The accident will be recorded in a book and you will be asked to sign this book when you pick up your child.



Special Needs

We regard every child as an individual with his/her own strengths and weaknesses. All children are equally valued and have access to all areas of the curriculum. All children have abilities which can be promoted. We provide a wide variety of resources to help us to extend their abilities at all levels.

If the nursery school believes that a child would benefit from special help this is discussed with the parents, so that appropriate action can be started. The school follows the Code of Practice on the identification and assessment of special educational needs.

Equal Opportunities

The school aims to provide equality of opportunity for all children, whatever their ability, gender, ethnic group, religion or background.

We recognise the cultural diversity of our society. We introduce children to different cultures through stories, songs, pictures, dressing-up clothes and equipment. The children are taught some French and Spanish words and phrases. We aim to enable all children to respect and value other cultures, traditions and ways of life.



Complaints Procedure

As far as possible any queries or concerns about the School and the curriculum should be resolved by informal contact with the teacher and headteacher.

Where such discussions do not resolve the problem it will be referred to the Governing Body, in line with our complaints policy.

Zero Tolerance

Verbal abuse, aggression and violence towards staff are not acceptable and will not be tolerated. Any incidents will be reported to the Governing Body and if necessary legal action will be taken.



Safeguarding

Warrington Road is committed to the safety of children at all times. We will offer to support families with any concerns they may have any safeguarding issues are always discussed with the parent / carer first, unless the allegation relates to sexual abuse. We will also seek advice from the local authority where appropriate. The designated person for safeguarding is Amanda Brown and the deputy designated person is Maraide Hurst. Claire Lomax is the designated officer for safeguarding. We have a range of policies which support us in keeping children safe. These include:

Safeguarding and child protection	E safety
Whistleblowing	Achieving positive behaviour
Children's rights and entitlements	Confidentiality
Allegations against adults	Information sharing

If you are concerned about the behaviour of a member of staff please see Amanda Brown - Headteacher.

If you are concerned about the behaviour of the Headteacher please contact Claire Lomax - Governing Body Chair 0151 511 8364.



Information sharing

We abide by the Data Protection Act 1998. We will hold information relating to your child's progress to:

- support their teaching and learning
- monitor and report on their progress
- provide appropriate care
- assess how well the school is doing

Information about your child's progress will be shared with their next school on transition. We do not give information about your child to anyone outside the school without your consent, unless this relates to safeguarding a child's welfare.

E Safety

The use of ICT is an important part of learning in every school. Our computers are all protected by Halton Borough Council's web filtering service. This means that all internet access is controlled and monitored. Alongside this it is an important part of our everyday practice to start to teach children how to stay safe when they are using computers. This can be reinforced at home. From this early age it is important that when children are accessing the internet (via a tablet, on a phone, PC etc.) that you set 'safe rules' for doing so. Ensure that you know when your child is using an electronic device - ie downstairs with you and not in their bedroom alone. They must learn to let what they are doing you know when they are doing it. This will set good habits for the future and help your child to learn how to stay safe.



Little Stars (Parent/Toddler Group)

These Groups run on a Monday and Thursday afternoons, and a Tuesday morning session. You can attend any number of sessions depending on the availability.

Morning are 9.15 am - 11.15 am Afternoon are 1.00 pm - 3.00 pm

If you have a child and would like to come along, please complete an application form from reception.

There is a charge of £2.50 per session. This includes a 30 minute session in the soft play room and a healthy snack.



School Governors

Mrs Clare Lomax (Chair)	Co-opted Governor
Mr Stephen Lowe	Co-opted Governor
Mrs Paula Clarke	Co-opted Governor
Mrs Amanda Brown	Headteacher
Mrs Maraide Hurst	Staff Representative
Cllr Stan Parker	Local Authority
Mrs Jennifer Speakman	Co-opted Governor
Cllr Tom McInerney	Co-opted Governor
Mrs Val Armor	Co-opted Governor
Ms Emma Redmond	Co-opted Governor
Mrs Helen McKeon	Co-opted Governor
Mrs Carli Hudson	Co-opted Governor
Mr Paul Hodgkins	Parent Representative
Mr Clive Hird	Parent Representative

The school governors meet at least once a term and more often if required.

Governors are available via the school for any parent who wishes more information or to discuss any issue.

School Address

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