

# The Winns Primary School Nursery Brochure

# Welcome

Welcome to the Winns Nursery, an inclusive, community setting in Waltham Forest. We are delighted that you are joining us. We are here to ensure that your child's experience of nursery is one they will treasure for the rest of their lives.

Your child's day will be filled with lots of opportunities to have fun, learn, play laugh, and grow. At the Winns, our curriculum is ambitious, fascinating, and engaging.



# Meet the Team



**Miss Smith-  
Nursery Teacher**



**Miss Lucy-  
Early Year Practitioner**



**Miss Katerina-  
Early Year Practitioner**



**Miss Sadia-  
Early Year Practitioner**

**Holly Cosby-  
Assistant Head and Early Years Leader**

The nursery is organised into key groups, allowing your child's key worker to gain a full understanding of their development and interests. All staff members are dedicated to caring for and teaching your child, however, a key worker will ensure that each child receives the personalised teaching and support needed to reach their full potential. Key workers foster a warm and trusting relationship with your child during their time with us.

You will be invited to a parents' meeting with your child's key worker twice a year, and you will receive a school report at the conclusion of your child's time here.



# General Information

## Nursery Session Options

Our nursery provides a variety of session times to accommodate your needs: morning, afternoon, full day sessions and wrap around care.

### 15-Hour Provision

Morning: Monday to Friday, 8:45 AM – 11:45 PM

Afternoon: Monday to Friday, 12:30 PM – 3:30 PM

### 30-Hour Provision

Monday to Thursday: 8:45 AM – 3:30 PM AND Friday: 8:45 AM – 11:45 AM

Additional session is available on Friday afternoons for a fee.

For more information, including details on session top-ups for the 15-hour provision and fees, please refer to the Nursery Admissions Policy.

## Extended Day and Wrap Around Care

Our Nursery Breakfast Club operates Monday-Friday 7.30-8.45.

Wrap around provision operates Monday-Thursday. Parents can choose wrap around care from 3.15-5.15 OR 3.15-5.55. The wrap around care will take place in Yellow Hall. See our Nursery Admissions Policy for further details and fees.



# The Importance of Play in the Early Years

At the Winns, we believe that high quality play must sit at the heart of our curriculum. Our children are immersed in a rich and varied play provision which includes:

sand and water play  
messy play  
open-ended role play building stories and imaginary worlds  
sensory play  
large and small scale construction play  
outdoor play  
creative opportunities through art and music  
investigative play  
storytelling  
drawing, mark making, letter and number writing  
early number skills and mathematical problem solving



Sessions and activities are planned around the following areas according to the EYFS curriculum:

## **Prime Areas**

Physical Development  
Communication and Language  
Personal, Social and Emotional Development

## **Specific Areas**

Literacy  
Maths  
Understanding the World  
Expressive Arts and Design

Throughout the day, children engage in purposeful play and exploratory activities which are planned to encourage the core skills we believe lay the foundations for learning

independence  
communication and language  
confidence and risk-taking  
collaboration  
friendship  
imagination  
problem solving  
resilience  
persistence  
decision making





# How we support learning

We believe that children thrive in their learning when it combines both child-led exploration and adult-guided instruction. They are given ample opportunities to pursue their interests through independent play, alongside engaging in focused activities that align with the Development Matters guidance and the foundational principles of the Early Years Foundation Stage (EYFS).

Our extensive outdoor area allows for continuous provision, ensuring that learning can take place both indoors and outdoors, regardless of the weather.

## A Typical Day May Include:

- Adult focused activities
- Independent play, allowing children to explore indoor and outdoor provisions
- Maths activities
- Mark-making activities
- Physical play and construction projects
- Creative learning through messy play, water, sand, and arts and crafts
- Snack time
- Storytelling and sharing books
- Singing time



# Settling in

## Supporting Your Child's First Days at Nursery

We are here to guide you and your child during their initial days and weeks at nursery.

Starting nursery can be an emotional experience for both parents and children. We completely understand this and want to provide you with reassurance, ensuring open communication is a priority for us.

## A Smooth Transition

In the first few days, we welcome groups of children into their new environment to facilitate a smooth and relaxed start. We recognise that while some children adapt quickly, others may take a bit longer to feel comfortable in a new setting.

On your child's first day, parents are welcome to stay and play with their child for approximately the first 20 minutes upon arrival. However, in the following days, we kindly ask that you say goodbye to your child at the door. We understand this can be challenging, but children often find transitions easier when parents leave promptly. Rest assured, we will contact you if your child becomes upset and needs assistance settling in.

## Ongoing Support

In the months that follow, we continue to support each child's individual needs by fostering strong bonds and positive relationships. We are always available to discuss any concerns or answer your questions at the end of the day or via email at [nursery@winns.waltham.sch.uk](mailto:nursery@winns.waltham.sch.uk). We will hold our first parent-teacher meeting at the end of the first half-term.

# Tapestry



The nursery uses the Tapestry app to share learning experiences and play with parents, capturing key moments. You will receive the login information via email once your child begins attending nursery.



# Clothing

It is essential for children to wear comfortable, easily manageable, and **clearly labeled clothing** to nursery. Here are a few key points:

Clothing should be appropriate for an active nursery day, as messy play and physical activities are likely.

All items must be labeled very clearly.

Velcro shoes are the best option.

As we are expecting children to use the toilet independently, please choose clothing that helps toileting, such as elastic-waisted trousers that are easy to pull up and down. Please speak to your child's key worker for any support.

Long hair should be tied back, in accordance with school policy.

No jewellery is allowed, except for stud earrings.

Please provide your child with spare clothing in a **clearly labeled** small drawstring or plastic bag. This bag will be stored in the nursery for any accidents. If your child has had a change of clothes, kindly remember to replenish the spare set.

# Toys

Although we understand that children may find comfort in bringing a favorite toy during the settling-in period, we kindly ask that they **do not** bring in toys, dummies, or comforters. Our nursery is equipped with fantastic toys and resources, and personal items from home can often become lost or damaged.

# Sickness and Accidents

## Sickness

Please ensure that your child stays at home if they are unwell. After experiencing vomiting or diarrhea, wait **48 hours** from the last episode before returning to nursery.

If your child feels unwell while at nursery, we will contact you by phone so they can go home.

## Reports of Accidents

In the event of an accident, you will receive a text message informing you that your child has been attended to by one of our first aiders. If your child sustains a bump to the head, they will be given a red band to wear on their wrist.

# Pick Up, Drop Off and Attendance

Please ensure that your child arrives on time and is picked up promptly. The nursery gate will be open from **8:45 to 8:55 AM for morning arrivals**, and for **afternoon children, the gate opens at 12:30 PM**.

The beginning of the day is crucial for all children. Arriving late can be unsettling for your child and disrupts the nursery's daily routine. If you do arrive late, you will need to take your child to the school office, where a member of the office staff will escort them to the nursery. Please remember that children in nursery must be dropped off and picked up by a responsible adult (nobody under 16 years old).

If you have made arrangements for someone else to collect your child, please inform the nursery staff or email either the nursery or the school office. We cannot release children to an unfamiliar person without your prior permission.

In case of an emergency that may cause you to be late at the end of the day, please contact the school office as soon as possible.

If your child cannot attend nursery for any reason, it is essential to notify us by completing the **'Report an Absence'** form available on the homepage of the school website.





# School Meals and Snacks

Children have the option to bring a packed lunch from home or opt for a school meal, which is priced at £2.59 per day (subject to change). School meals are prepared on-site, and the menu is available on the school website. Lunches are served in the Red Hall.

## Guidelines for Packed Lunches:

If your child brings a packed lunch, please ensure it is healthy and well-balanced, avoiding sugary drinks, chocolate, and sweets.

Grapes should be cut in half lengthwise to reduce the risk of choking.

**Nuts and seeds must not be included in packed lunches** due to serious allergies among some children at the school.

It is helpful to label your child's lunch box with their full name.

For children participating in wrap-around care, they will need a labeled snack box in addition to packed school lunch.

## Snacks:

During the nursery day, we will provide a healthy snack of fruit or vegetables and milk.



# Contacting Us

You can speak to us at the end of the day or email [nursery@winns.waltham.sch.uk](mailto:nursery@winns.waltham.sch.uk)

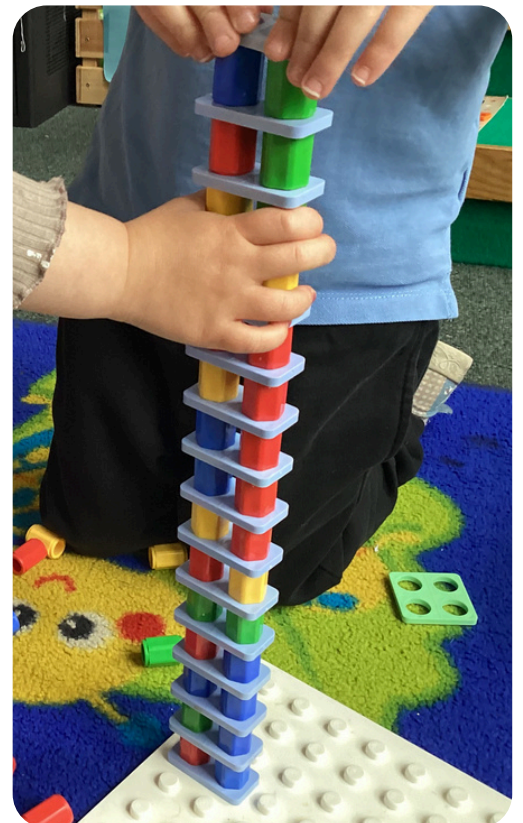
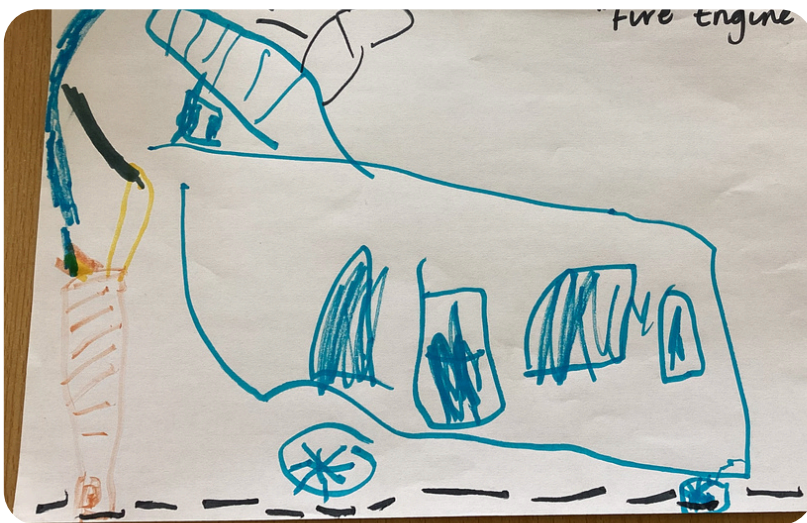
For general administrative enquiries regarding nursery please speak to main school office or email [office@winns.waltham.sch.uk](mailto:office@winns.waltham.sch.uk)

Payments for fees, lunches and trips are paid to the school via the ParentPay app.



# Special Needs Provision

We have a special needs team which includes a SENDCO, an inclusion manager and family support worker. if you would like to speak to someone in our SEND team, please contact us or the office who will put you in touch and help arrange a meeting.







**Visit our school website for further information, nursery newsletters and policies. Nursery tours are available throughout the year for prospective parents via booking at Eventbrite or contacting the school office.**