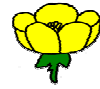




GOLDFIELD INFANTS' AND NURSERY SCHOOL
Christchurch Road, Tring, Herts HP23 4EE
Tel: 01442 823551



Headteacher: Mrs Debora Stevens

Nursery Useful Information

Nursery Times

Morning Session: 08.45 - 11.45 am

Afternoon Session: 12.15 - 3.15 pm

Office Hours

Morning: 8.45 – 12.15

Afternoon: 1.15 – 3.30

Security/Safety Issues

The safety of the children is paramount and the classroom doors can only be opened from the inside.

There is an audio entry system at the main school entrance and access is through this door only for visitors and parents during the school day. All staff wear identification, and parents and visitors must sign in the 'Visitors Book' and wear 'Visitor' badges issued from the school office. Please remember to inform the Nursery staff if you are expecting someone different to collect your child as any changes are recorded to ensure the safety of the children



The drive in Christchurch Road is for use by staff, traders vehicles and for drop off and collection **only** if your child is attending Buttercup club (in which case please exercise extreme care).

We welcome parent's involvement in the life of the school and there are many opportunities for helping e.g. supporting curriculum activities, cooking, reading stories or helping FROGS with fund raising activities.

All parents who wish to help regularly will require valid Disclosure and Barring (DBS) clearance – please speak with Mrs Pierpoint in the school office if you feel that you could be a regular helper. There may be occasional events, such a school trip, where those without DBS clearance can support the class under the supervision of the class teacher.

Parents who are helping are not able to bring pre-school children with them.

School Uniform

Goldfield sweatshirts, cardigans, t-shirts and book bags are available from the office, upon completion of the 'uniform order' form. The children in the Nursery are able to wear grey jogging bottoms as well as grey trousers or skirts to aid independence. Much of the early years' curriculum takes place outside therefore wellingtons and sun hats are also essential. Socks must be worn all year round and sunscreen applied before school in sunny weather. Photos of the uniform are available to view on the website (www.goldfield.herts.sch.uk). Please label everything!

Illness

We would appreciate a telephone call in the morning (by 9.15 am) if your child is unable to attend school because of illness. Children who have been physically sick or have had diarrhoea must be kept at home for 48 hours after the sickness before returning to school.

Medicine can only be administered to a child if such medicine is on prescription and has to be taken 4 times each day, and only if a member of staff is happy to volunteer to do so.

Other Absences

If you wish to take your child out of school for reasons other than sickness, ie a doctors or dentist appointment etc please write a note informing the class teacher, via the school office.

From the Reception class onwards all holidays during term time are classed as 'unauthorised absences'. Holiday absence forms are available outside the school office.

Snack Time

A range of fruits and vegetables are provided by the County daily, free of charge. The children have the option of having a carton of milk; order forms for milk are included in your welcome pack and subsequently come home each term in your child's book bags. Cold drinking water is available to the children at any time.

Curriculum Information

In the Nursery the children will be following the Early Years Foundation Stage curriculum. Curriculum leaflets carry information about each area of learning, new topics and include ideas for helping your child at home. During the first half term you will be invited to attend a Learning Journey/target setting meeting with the Nursery Teacher. This will be an opportunity to discuss your child's development and highlight areas of focus for learning. Your child will also be involved in part of this meeting allowing them ownership of their learning, along with an insight into the target setting process from the very beginning of their time at Goldfield. The website is a rich source of information and includes slideshows from meetings, information sheets, examples of work, dates and events, photographs, films and much more.

'Open Door' Policy

We welcome feedback and operate an 'open door' policy. During the school year we facilitate feedback through questionnaires, surveys, open evening, parent consultations. If you have any concerns at any time, please speak to your child's class teacher, the Headteacher or one of the Governors, as you see appropriate. The school follows County policy and procedures regarding complaints.

For other information, please refer to the school prospectus / website at www.goldfield.herts.sch.uk or ask in the office.