

# Gairloch Nursery Brochure

## Leabhran-fiosraichaidh

### Sgoil-àraich Gheàrrloch

#### 2020-21



Gairloch Nursery  
Achtercairn,  
Gairloch  
IV21 2BP

Acting Head Teacher : Mrs Briony Avery  
Early Years Practitioners: Wendy Shepherd, Joanne Linley & Morag McNeil

[gairloch.primary@highland.gov.uk](mailto:gairloch.primary@highland.gov.uk)



Dear Parents/Carers,

Welcome to Gairloch Nursery. We are an active, friendly and approachable nursery. We are very proud of our open door policy and very pleased to be working alongside you from the very earliest stage of your child's education. At Gairloch Nursery we believe in putting every child at the centre of their own play and education, and we aim to develop close working relationships with you to ensure that your child is safe, secure and happy in their learning environment.

We hope you enjoy reading this nursery brochure. It is our aim to provide you with useful information about the day to day running of the nursery. Wendy, Jo, Morag and I are always very happy to answer any questions you may have, so if you can't find the answer you are looking for in this booklet, please do not hesitate to get in touch.

We all look forward to our time together and hope that your child enjoys their time with us at Gairloch.

Mrs Briony Avery  
Acting Head Teacher.

*A copy of this brochure, information and newsletters can be found on our website at <https://gairlochps.wordpress.com/>*

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# Our Aims as a Nursery

At Gairloch Nursery we follow a child-centred approach to learning and aim to develop the child as an individual

We aim to:

- Encourage the emotional, social, physical, creative and intellectual development of the children.
- Promote the welfare of the children.
- Encourage positive attitudes to self and others and develop confidence and self esteem.
- Create opportunities for play.
- Encourage children to explore, appreciate and respect their environment.
- Provide opportunities to stimulate interest and imagination.
- Extend children's abilities to communicate ideas and feelings in a variety of ways.
- Have fun and enjoy themselves

SUCCESSFUL LEARNERS, CONFIDENT INDIVIDUALS,  
RESPONSIBLE CITIZENS, EFFECTIVE CONTRIBUTORS



# CURRICULUM

## *Curriculum for Excellence*

Our nursery curriculum is delivered through the experiences and outcomes set out in a Curriculum for Excellence. During your child's time in school and nursery we aim to provide them with opportunities which enable them to reach their full potential in 4 key areas:

*Successful  
Learners*

*Confident,  
Individuals*

### **Curriculum for Excellence 4 capacities**

*Responsible  
Citizens*

*Effective  
Contributors*

You can find our more information about these four capacities and the nursery curriculum by asking a member of school staff, on the school and nursery notice boards, school website and on the Education Scotland website: <https://education.gov.scot/>

# Why Play?



- Through activity based learning the brain and body are stimulated and active.
- It provides pleasure and enjoyment which in turn will motivate children to further their learning by persevering, overcoming difficulties and concentrating for longer periods of time.
- It helps to build confidence in themselves and their abilities.
- It allows the child to tackle new experiences in a non-threatening situation.
- It can provide an escape, relieve boredom, allow for relaxation and the opportunity for solitude.
- It helps the child to judge the many variables within social interactions and develop perceptions about other people.
- Skills can be practised and repeated as many times as is necessary for confidence and mastery.
- Opportunities for sensory experiences which are the foundation of intellectual development are provided.
- It provides reasons children can understand for acquiring the skills and knowledge adults value.
- Play created context for language development

## Children are given a wide range of opportunities including to:



- Listen to stories and rhymes
- Sing and take part in a range of musical activities
- Draw and write
- Visit and explore the local environment
- Investigate the properties of sand and water
- Bake
- Model with play dough and clay
- Paint
- Create pictures, collages and junk models
- Play board games
- Build with construction toys eg. Duplo, Lego, Bricks etc.
- Engage in a variety of role play activities eg. home corner, hospital, shop etc.
- Take part in physical play and games



## Nursery Enrolment:

This takes place at the school in February/March. Parents will be notified of dates by way of the local press and notices in the Gairloch and District Times and the school. More information on nursery enrolment and all the necessary forms can be found at: [www.highland.gov.uk/schoolenrolment](http://www.highland.gov.uk/schoolenrolment)

We offer nursery education in both English and Gaelic Medium. These nurseries are run separately but have the same learning experiences, just one in Gaelic and one in English.

We can accept enrolment from children as soon as they turn 3 years of age. If you would like your child to attend nursery before they are entitled to their funded place, please contact the school and we will be happy to provide further information.

## Nursery Hours

From August 2020, we will provide nursery sessions from 8.50am to 3.30pm Monday to Thursday and on Friday from 8.50am until 1.15pm.

We ask that all children are brought to the nursery and collected by an adult. If collection arrangements change during the course of the session please contact the school to let us know.



## KEEPING IN TOUCH



### Attendance and Illness

It can be a difficult decision to keep your child off nursery due to ill health especially when many children feel they want to come anyway. However, it is important that children do not come if they are unwell so that infections do not spread to other children or the staff. If your child has been vomiting or had diarrhoea, please be aware that they must be clear of these symptoms for 48 hours before coming back to nursery. It is important on occasions that children will not be in nursery, for whatever reason, that you contact the school office to let us know. This ensures the safety of the children. If your child becomes ill, or has an accident while attending the nursery, we will contact you by telephone. If there is no reply we will ring your emergency contact number. Please ensure these are always up-to-date e.g. if mobile numbers change during the year.

### Early Closure / Adverse Weather

Should the nursery need to close earlier than usual and no prior warning has been given, you will be contacted by telephone. Please ensure your details are always up to date and any changes are given to the school office. In the event of extreme weather, parents should contact the Schools Information Line on 0800 564 2272 + the school's PIN 04 2080 where they will then hear a recorded message informing them of any closures. They can also access the winter weather website at the following web address: <https://www.highland.gov.uk/schoolclosures>. Please click on the relevant geographical area for local school closure information. Parents can also listen to local radio stations which will report any closures due to adverse weather.

NOT COMING IN?

CHANGE OF PLANS?

Tel: 01445 712165

LET US KNOW.....



## NURSERY CALENDAR

Autumn term starts - 18 August 2020

Autumn term ends - 9 October 2020

Winter term starts - 26 October 2020

Winter term ends - 22 December 2020

Spring term starts - 6 January 2021

Mid term break - 15 & 16 February 2021

Spring term ends - 1 April 2021

Summer term begins - 19 April 2021

Summer term ends - 1 July 2021

### **Casual Holidays and Staff In-Service Training**

17 August 2020

14 & 15 September 2020

17 February 2021

May Day - 3 May 2021

6 May 2020

[https://www.highland.gov.uk/info/878/schools/32/school\\_term\\_dates](https://www.highland.gov.uk/info/878/schools/32/school_term_dates)

FOR MORE INFORMATION ON SCHOOL TERM TIMES GO TO...



# What to Bring?



## Clothing.

The children should come to nursery in comfortable play clothes and bring a suitable pair of indoor shoes. Please make sure that all the children's shoes and clothes are labelled clearly with the child's name. As learning opportunities outside are given daily, we ask that the children always come prepared for the weather e.g. warm waterproof jacket, sunscreen on. Highland weather means that the school grounds are often wet. A pair of wellies for outdoor play each day is a great idea!

## Toileting.

We understand that in some cases young children are not quite independent when it comes to toileting or may still be in nappies/ training pants. Please, let us know as soon as possible if this is the case so that we can discuss the best way of supporting your child with this. At all times, the child's dignity and privacy will be ensured and consent for personal care is sought. As far as possible we ask you help by keeping fastenings on clothes very simple and to the minimum. If children have zips or buttons on trousers, please practise with them so that they can tie these unaided. In this way, we can help the children to become independent. Children of this age often have little accidents. Please provide a labelled bag full of spare clothes to be kept on your child's peg in case they need to be changed.

## Snack

A healthy snack is provided every day and usually consists of milk/water to drink and fruit, toast or crackers. Children will be given the opportunity to help with the preparation of snacks. This time is also used to encourage independence, social skills, healthy eating and cultural awareness. Baking is also regularly completed with the children. If your child has any allergies please be sure to let the nursery staff know.

## Links with other centres.

We currently have good, strong links with other centres and often visit the children in school or attend Bookbug sessions at Gairloch Library. We also take part in events organised by the schools feeding into Gairloch High School. Recently this has included attendance at shows and workshops. We value these links as they provide opportunities for our small group of children to socialise with others.

## Visits

Visits are an important aspect of life in the nursery. The details of any visit will be given to you in writing and your written consent will be asked for. On all visits children will be accompanied by an adequate number of adults. We will also ask you to sign a consent form annually for times when your child leaves the school grounds for walks and visits to places of interest in Gairloch.

We also like to invite people into the nursery to share their skills and knowledge with the children. This gives the children opportunities to broaden their horizons and interact with other adults. The Oral Hygienist (Ailsa Gordon) and Health Visitor (Elizabeth MacDonald) are also regular visitors to nursery and nursery children join in weekly assemblies and school activities.

# GET TO KNOW US

You are more than welcome to come and have a look around the nursery and Gairloch Primary School before your child starts to see the kind of activities your child will be involved with and the environment in which they will play and learn. Once you have made a decision and enrolled your child, you and your child will be offered play and stay sessions alongside others joining the nursery. These will give your child a chance to become familiar with the nursery, staff and the other children. You are welcome to stay for all or part of these sessions. Details about these sessions will be given or sent to you and are completely flexible to allow you and your child to build confidence and relationships.



## TRANSITION TO SCHOOL

Children usually spend up to two years in nursery and will then transfer into school as a P1. Nursery works closely with school throughout the year taking part in activities alongside the older children e.g. joining in at breaks, assembly, performances, World Book Day activities, Christmas play etc. In this way nursery children feel part of Gairloch Primary School from the very start. In the Summer Term, before children transfer into school, the P1 class teachers will spend time in the nursery and the children will go through to the classrooms too. The younger primary children will work alongside the nursery children on a shared learning topic. The children's 'Learning Journeys' are shared and discussed with the class teachers so that learning targets and other information about the children are clear.



### LEARNING JOURNEYS AND STEPPING STONES

You are always very welcome to come in to nursery to see how your child is progressing. Each child has a file called their 'learning journey'. Examples of the children's work are contained within these files, including observations, comments and photographs. Every child also works towards personal targets which we call stepping stones. These will be discussed and shared with you on a regular basis.

### NEWSLETTERS

Newsletters are sent home every fortnight. These contain information about events and learning in school and nursery. Newsletters and information can also be found on the school and nursery notice boards and on the school website. <https://gairlochps.wordpress.com>

### PARENT MEETINGS

More formal opportunities to meet and discuss how your child is doing in nursery take place twice a year, in November and May. Wendy, Morag and Jo will be in touch to arrange a convenient time to meet. If ever you wish to speak with the nursery staff or with the Head Teacher, please do not hesitate to get in touch. We operate an open door policy, and informal discussions take place before and after the nursery session on a daily basis.

### HEALTH VISITOR

Elizabeth MacDonald is your child's Health Visitor and Named Person for your child until they enter school. If you want to get in touch with the Health Visitor please contact her on 01445 712914.

### CHILD PROTECTION

The school follows the national strategy known as 'Getting It Right For Every Child' (GIRFEC). Getting It Right places children's and young people's needs first and provides co-ordinated help where this is required. Services involved could be Social Work, Health and Police. The named person with overall responsibility is the Health Visitor, but all nursery staff have had training in GIRFEC and are aware of their role in supporting children. Copies of Child Protection policies are available from the school office or online at [https://www.highland.gov.uk/info/1361/childcare\\_and\\_family\\_care/438/child\\_protection](https://www.highland.gov.uk/info/1361/childcare_and_family_care/438/child_protection)

## COMMENTS AND COMPLAINTS

We hope you will enjoy your child's time at our nursery and welcome comments or suggestions, which could help us to improve our service. However, we are aware that difficulties can occur from time to time and if you feel you have reason to complain, please follow the procedure outlined below. Please use the open door policy and speak to the person in charge of the nursery, either at the beginning or end of a nursery session. If you prefer, an appointment can be made to speak to the Early Years Practitioner in private. It will then, in consultation with the parents/carers, be decided if the matter needs to be taken further, in which case, the Head Teacher will be informed and a meeting arranged. From here, if necessary, the matter will be brought to the attention of the Area Education Manager who will decide what the next steps should be. Parents will be kept fully informed at each stage and will be invited to attend any meetings being held. Should you feel unable to speak to the person in charge of the nursery, please make an appointment to speak directly with the Head Teacher.

### AREA EDUCATION OFFICE:

FAO: Norma Young  
Fingal Centre,  
Viewfield Road,  
Portree  
Isle of Skye  
IV51 9ET  
Tel: 01478 613697

### SCSWIS:

The Nursery is regulated by Social Care and Social Work Improvement Scotland (SCSWIS)  
Web site: [www.scswis.com](http://www.scswis.com)  
e-mail: [enquiries@scswis.com](mailto:enquiries@scswis.com)  
Telephone: 08456009527

WANT TO SEE OUR LAST INSPECTION REPORT? GO TO ...  
<http://www.careinspectorate.com/>



## VOLUNTEER

We welcome volunteers in the school and nursery. All volunteers undergo a police disclosure check to ensure the safety of your child. If you would like to help out in nursery, please speak to a member of staff and we will be happy to arrange this for you.

## PARENT COUNCIL

The Parent Council is very supportive of the work of the school. It helps with fundraising - enabling us to purchase equipment, fund activities and excursions

Meetings are held at least once a term and provide a forum for discussion on a variety of school and nursery related issues. **All** parents are invited to attend meetings and minutes are posted on our website. The Parent Council is a most helpful vehicle for gathering parental opinion and sharing views and supports our aim to work in partnership with all stakeholders.

CHAIR: Luciana MacLean  
SECRETARY: Eilidh Caddell  
TREASURER: Lynne Whall

