

Tow Law Millennium Primary School



Early Years Foundation Stage Brochure

Headteacher: Mrs L Jackson

STARTING IN THE EARLY YEARS

Welcome to Tow Law Millennium Primary School. We will strive to ensure your child is happy and settled in the EYFS environment to enable them to reach their potential. This booklet offers some useful information to help make their transition from home to Nursery/School as smooth as possible!

CONTACT DETAILS, DROP OFFS AND PICK UPS

Please keep contact details up to date at the School Office. It is really important that staff have an up to date phone number in case of emergencies.



Please ensure you are punctual both at the start and end of your child's session. It can be very distressing for children when entering an activity late or to be left after all other pupils have gone home.

SUITABLE CLOTHING AND UNIFORM

It is important for children to access a range of activities during their time with us, including messy play! We do provide aprons and waterproofs for outdoor play, but children can still get messy and wet.

We like to have lots of outdoor learning experiences and go outdoors in all weathers. Please make sure you send your child with suitable clothing for the weather. For example, a warm coat, hat and gloves in the winter and a sun hat in the summer. We provide waterproof clothing for wet weather but we ask that children bring a pair of wellington boots to be kept in school for outdoor play and a spare set of named clothes on their peg. Uniform can be purchased via the school website. www.towlaw.durham.sch.uk

Children are not allowed to wear any jewellery in school except for an inexpensive watch this includes any earrings.

Nursery pupils do not always get changed for PE, therefore we provide PE kit for the times that they do. However, in Reception year group, school uniform and PE kit are compulsory.

We also encourage independence wherever possible. Velcro shoes and pull on trousers/skirts help to promote this independence when getting dressed and, for very young children, when toilet training.

PERSONAL BELONGINGS

Please label your child's personal items and clothing. These can easily become mixed up when children are playing in the EYFS environment. Please do not bring large items such as prams, bikes or scooters to be left in school throughout the day.

NOTICES AND INFORMATION

Each child has a tray in the class which they will empty at the end of each day. Newsletter information is also displayed in their entrance and we use the school text messaging service. Further information can be found on our school website and Facebook page.

HOMEWORK AND LIBRARY

Please have reading books in school each day and put in the box in the Early Years Entrance each morning, books will be changed every Thursday.

In Nursery we have a library book scheme. Children will change their book each Wednesday. Please return the book only on a Wednesday and if you forget to bring it that day, we will change it the following week.

WORKING IN PARTNERSHIP

We believe strongly in working in partnership with parents/carers to support children in their journey.

USE OF SCHOOL/NURSERY GROUNDS



- Smoking/Vaping is not permitted anywhere on the school grounds.
- Cars should not be driven into the school grounds at any time, without permission from the Headteacher.
- Dogs (except guide dogs) are not allowed in the ground.

MEDICAL INFORMATION

Young children often have accidents and pick up ailments so please ensure you keep staff informed of your child's medical history and any medication they are taking, both at home and in school during their time with us.

We also need to know of any allergies your child has.

ABSENCE AND ILLNESS

Please contact the School Office before 9.30 am to inform us of your child's absence. Durham County rules state that a child must be absent for 48 hours after sickness or diarrhoea symptoms have stopped.

ACCIDENTS



Staff are trained in First Aid for accidents in school. You will be kept well informed if your child has an accident in school.

ASTHMA

Please ensure your child has an inhaler (with their name on from the GP) and spacer, which can be kept in school if they suffer from asthma, so we can use it as and when required. You will also need to fill in a medical management plan. Staff can support you with this, if required.

MEDICINES

If your child is on prescribed medication please speak to your child's class teacher to complete a form in the first instance. If you require further advice please speak to Mrs Jackson or Miss Mawson.

HEADLICE

These can be very common where young children are working in close proximity to each other. Please check your child's hair regularly and if found treat your child's hair. Children may return to school as soon as they have been treated.

REWARDS AND CONSEQUENCES

We have high expectations for pupils' behaviour and we have clear systems in school for promoting positive behaviour. Each day every child starts on the sunshine and have chance to move to the rainbow for exceptional behaviour. Children may also be moved to the sad cloud or thunder cloud for not following school rules. Parents and the Headteacher are notified if a child is moved to the thunder cloud.



Children who have remained on the sunshine for the full week will have a dip in the box on a Friday, in addition children who have shown exceptional behavioural and have been moved to the rainbow will get a dip in the box on that day. Children receive a behaviour certificate at the end of each half term for consistently good behaviour.

Pupils also have a smiley reward chart for bronze, silver and gold awards. Individual rewards are given when charts are completed. We do not tolerate bullying in school and have clear policies and procedures in place for any incidents of bullying.

BIRTHDAYS

Children are given the opportunity to discuss their birthday with peers. You may send in a cake and we will sing happy birthday as a class.



WINTER WEATHER



During bad weather, school closure information will be available via local radio stations, our Facebook page and from the Durham County Council Website.

NURSERY AND SCHOOL SESSIONS

School Day

8.55 am - 3.15 pm

Nursery

Monday to Friday 9.00am - 12.00pm

We are currently only offering 30 hours provision for those who are eligible. Please ask for more information about this at the office.

We work in partnership with the two registered childminders in Tow Law. Please enquire if you think you may be entitled to this initiative.

Please come to the Early Years Entrance around the back for all drop offs and pick-ups for either Nursery/Reception.

If parents/carers need to drop off or collect pupils at different times to those mentioned, please report to the School Office first.



LUNCHTIMES

Reception pupils have lunch in the school hall. They have the option of a school meal or packed lunch. Currently, Reception school meals are free as part of a government initiative. For children who are entitled to 30 hours we provide a school meal on a lunchtime.

SNACK

Each day pupils are provided with a healthy snack and milk or water.



COMPLIMENTS AND COMPLAINTS PROCEDURES

Compliments are always greatly received and can be passed on either directly to staff or through parental questionnaires.

We strive to do our best for your child at all times, however, if there should be a concern, the process outlined in the school's Complaints Policy should be followed. The Complaints Policy can be found on our school website or on request from the School Office.



SCHOOL CONTACT DETAILS

Headteacher: Mrs L Jackson

School Address:

Tow Law Millennium Primary School
Wear Street
Attlee Estate
Tow Law
Bishop Auckland
Co Durham
DL13 4LF

DFE No: 840 2307

Telephone: (01388) 730283

Email: towlaw@durhamlearning.net

Website: www.towlaw.durham.sch.uk