

## Little Seedlings Nursery Home-School Agreement

Please read the information below carefully and reply to email:

[Little.Seedlings@taw.org.uk](mailto:Little.Seedlings@taw.org.uk) to confirm that you have understood and agree to the Home-School agreement.

Events	
Arrivals 8:45am	<p>Children arrive at 8:45am and staff will welcome children at the gate at this time.</p> <p>We ask that parents allow their children to walk in independently to the setting or with the support of one of the team members.</p> <p>This allows us to soothe and the nurture the children and start our morning routine.</p> <p>Please do not enter the nursery unless granted permission on the day by a member of the team.</p>
	<b>All nursery children must be dropped off and collected at the nursery gate by an adult.</b>
Collects 3:15pm-3:30pm	<p>Parents are welcomed into the front of the nursery area, but not into the building.</p> <p>We ask older children and parents do not ask to use our toilet facilities during this busy time of day.</p> <p>Children will be brought out 1 or 2 at a time. A member of staff will give you a brief handover.</p> <p>If you feel you need more information, please collect/ wait until all the children have been dismissed. We are aware some families have multiple children to collect and try to dismiss as promptly as possible.</p>
	<p><b>If someone else is collecting your child you MUST inform staff before 3:00pm with details.</b></p> <p><b>If this person will be collecting on a regular basis this must be communicated to us in writing to enable us to add it onto our files.</b></p> <p><b>We ask that people who collect your child are well known to them, happy to leave with them and aware of your password.</b></p>
Drinks/ Food	<p>Please make sure your child has their water bottle when arriving at nursery, they have proven to be very popular with the children and the staff are also able to see just how much your child is drinking.</p> <p>Please ensure the bottle is cleaned regularly and <b>ONLY</b> contains <b>WATER</b></p> <p>Please make sure the bottle has your child's name clearly written on it in permanent marker. Please do not send in glass bottles.</p>

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Lunches and Snacks	<p>We kindly ask that all packed lunches support children's health and wellbeing by being nutritious and balanced. In accordance with current safeguarding legislation and early years guidance, consistently providing meals that are high in sugar or lacking in essential nutrients—such as sweets and chocolate—may raise concerns about a child's overall welfare. Promoting healthy eating is part of our commitment to creating a safe, supportive environment where children can thrive physically and emotionally. We appreciate your partnership in helping us uphold this standard.</p> <p>We provide snacks in the morning and afternoon. Please do not provide any unless requested to by your Keyworker.</p> <p>All lunchboxes must be labelled.</p> <p>Due to allergies please do not pack any foods which contain nuts.</p>
Clothing for nursery and Spare Clothes	<p>Please make sure your child comes to nursery wearing easy to manage clothing; it will be easier for children to use the toilet or change themselves if they are wearing clothes that do not require buttons or zips.</p> <p>For children still in nappies a familiar adult will change them and will be wearing gloves. All changing areas are cleaned between each child using. Each child in nappies will have an intimate care plan completed to discuss where the child is in their toilet training journey.</p> <p>Please bring at least one set of clean spare clothes for your child; these will remain at nursery unless they are used. If your child does not have spare clothes, we may need to call you to collect them early if they need to be changed.</p> <p>Please ensure you regularly check your child's bag ensuring there are enough spare clothes. Your child has a named bag on their peg so that we do not mix up clothing.</p>
Weather protection/wet weather and sun safety	<p>Please send your child dressed appropriately for the weather. Layers work well as the building can get quite warm during the day, sensible shoes for running, climbing, and a raincoat as children will be spending quite a lot of their time outdoors.</p> <p>In hot weather please put sun protection cream on your child before coming into nursery. Please leave a bottle of labelled sunscreen in their bag for staff members to apply in the afternoon.</p> <p>Please label your child's clothes clearly with their full name, including hats and gloves. If you want to send some wellington boots in for your child, please make sure they have their name written in as many children have the same ones and they can easily get muddled.</p>

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Favourite toys and other objects	Your child should not bring anything into nursery other than spare clothes, nappies and a water bottle, these should be in a clearly labelled bag so that they can be found easily. No toys or comforters are to be brought into nursery unless this is for a specific purpose and has been agreed with your key person or member of the senior team, they are easily lost and can cause your child distress if we are unable to find it at the end of the day.
Accidents and incident forms	If a child has had an accident or injury they will be seen to by a First Aider. Information regarding the injury will be recorded in the First Aid File and communicated on pick-up. Parents and carers will be contacted via telephone or email if they have had a bump to the head. If you notice a mark on your child when you collect them and are concerned, please contact us for details. For accidents outside of school we request that you email the admin team on <a href="mailto:Little.Seedlings@taw.org.uk">Little.Seedlings@taw.org.uk</a> to inform us of the accident so that we do not have to contact you about this.
Communication with your child's teacher	During the first part of the school day the staff will be concentrating on the children arriving and beginning their day of learning. If you need to speak to your key person, the class teacher or a member of the senior management team, please contact reception on 01952 387 927 or <a href="mailto:Little.Seedlings@taw.org.uk">Little.Seedlings@taw.org.uk</a>
Absence and Lateness	<p>It is really important for your child to arrive at nursery on time and for them to be collected on time.</p> <p>Children who regularly arrive late often find it difficult to settle into the day as the other children are already off playing. It's a bit like, as an adult, being the last to arrive at a party and trying to join in the conversations that have already started.</p> <p>Being collected late leaves children feeling anxious and often not wanting to return to nursery the next day.</p> <p>If you need to arrive late for any specific reason please let the admin team know, they will inform the class team who will make other arrangements. They can do this occasionally but not every day. Regular attendance is also important for your child to be able to make friends and to access all the learning that is taking place. When children are off school regularly they often struggle to make and retain friendships as the other children move onto someone who is in nursery.</p>

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	<p>If your child is going to be absent or going to be late please let the admin team know by calling or emailing nursery. It is helpful if you can do this in advance unless of course it is an illness.</p> <p>Attendance and absence will be monitored in accordance with the Mighty Oaks Attendance and Absence Policy.</p>
Late Collection Fee	<p>Staffing ratios will be maintained at all times.</p> <p>If a child is collected late, this can lead to staff needing to stay beyond the end of their shift. This incurs a cost which will be passed on to the parents at £5.00 for the first 15 minutes and a further £1.00 for each subsequent five-minute period.</p> <p>Morning session child must be collected by 11:45 am. The afternoon session finished at 3:30pm. Collection after this point will result in a late pick-up fee.</p> <p>At the end of the day children will enter after-school club once 15 minutes has passed and there has been no communication from parents. This cost of the club will be passed onto the parents.</p> <p>As Priorslee Academy provide a breakfast club and after school club, you may choose to book your child onto this via the MCAS app. Unfortunately, we cannot accept Rising Threes due to lower ratios and staffing.</p> <p>These costs may be waived in exceptional circumstances at the discretion of the lead practitioner.</p>
Keeping healthy	<p>When children first start nursery, it is common for them to catch the occasional cough and cold, this is because young children spread germs easily when playing together. It is important that your child does not attend nursery if they are Unwell with symptoms such as;</p> <ul style="list-style-type: none"> <li>➤ a high temperature 38 Degrees or more.</li> <li>➤ Contagious illnesses such as; chicken pox, hand foot and mouth, measles, vomiting and/or diarrhoea.</li> </ul> <p><b>Please inform us immediately if your child is unwell and refer to the information below.</b></p>
Information on attending nursery when unwell with other illnesses	<p><b>Common conditions</b></p> <p>If your child is ill, it is likely to be due to one of a few minor health conditions. Whether you send your child to school will depend on how severe the illness is. This guidance can help you make that judgement. The school will be following this advice.</p> <p>Remember: if you are concerned about your child's health, consult a health professional.</p>

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	<p><b>Cough and cold.</b> - A child with a minor cough or cold may attend school. If a raised temperature, shivers or drowsiness accompanies the cold, the child should stay off school, visit the GP and return to school 24 hours after they start to feel better (24 hours after their temperature has gone). If your child has a more severe and long lasting cough, consult your GP. They can give guidance on whether the child should stay off school.</p>
If a child becomes unwell at school	<p><b>Raised temperature.</b> - If your child has a raised temperature due to illness, they should not attend school. They can return 24 hours after they start to feel better and their temperature is gone.</p> <p><b>A Rash</b> on their body, face or inside their mouth- Rashes can be the first sign of many infectious illnesses, such as chickenpox, measles and hand, foot and Mouth. Children with these conditions should not attend school. If your child has a rash, check with your GP or practice nurse to diagnose the reason. There is statutory health advice for schools on returning to school with many of these illnesses. Please contact the school for advice before bringing your child back into school. We ask that children with infectious illness such as hand, foot and mouth and chicken pox do not attend nursery for a minimum of 7 days from the onset of the rash, only returning when the 'spot' have scabbed over a dried.</p> <p><b>Headache.</b> - A child with a minor headache does not usually need to be kept off school. If the headache is more severe or is accompanied by other symptoms, such as raised temperature or drowsiness, then keep the child off school and consult your GP.</p> <p><b>Vomiting and diarrhoea.</b> - Children with these conditions should be kept off school. They can return 48 hours after the last episode of vomiting or diarrhoea. Most cases of vomiting or diarrhoea get better without treatment, but if symptoms persist, consult your GP.</p> <p><b>Sore throat.</b> - A sore throat alone does not have to keep a child from school. If it is accompanied by a raised temperature, the child should stay at home and only return to school 24 hours after they start to feel better.</p> <p><b>Conjunctivitis.</b> - Children with conjunctivitis do not need to be kept off school unless the infection is bacterial; in this case they should be kept off school until antibiotic eye ointment has been applied for 24 hours. Parents should seek medical advice before bringing your child into school.</p> <p><b>Impetigo.</b> - Children with impetigo need to be kept off school until there is no more blistering or crusting, or until 48 hours after antibiotic treatment has been started.</p> <p>Please tell us - It is important to inform the school if your child is going to be absent. On the first day of your child's illness, telephone the school to tell them that your child will be staying at home. The school</p>

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	<p>may ask about the nature of the illness and how long you expect the absence to last. If your child is unwell with any other symptoms, please keep them at home until they are better. The adults in nursery will not be able to offer them the comfort that they can receive in their own homes.</p>
Medication at school	<p>Children on medication for long term illness or allergies, for example asthma pumps or antihistamine, will have a health care plan drawn up before their parent is able to leave them at nursery. For invasive medications staff may need training; this will mean that your child will not be able to be left at nursery until that is in place.</p> <p>For short term medication such eye drops or topical creams a short-term health care plan will be written on the day of your child's return to nursery. You will need to bring the medication with the prescription written clearly on it to the Main School Office.</p>
Hygiene	<p>The staff in the nursery will be taking the children to wash their hands frequently during the day, particularly before and after eating and after using the toilet. The nursery is thoroughly cleaned each evening and the teachers and school staff are making sure that surfaces are wiped down regularly before and after meals and snacks.</p>
Teaching and Learning	<p>The Lead Teacher and team Teacher will plan all the main lessons across the week whilst your child's keyworker will set-up activities specifically for their child's interests or to meet their learning needs. In the first half term children will be able to move between the two classrooms. This will allow them to settle into the new environment and get to know members of our nursery team. After the first half term parents will be told who their child's keyworker is and what classroom they will be based in for the next half term.</p> <p>for learning and teaching both inside the classrooms and outside in the garden.</p> <p>Children will spend sometime in Forest School either weekly or every other week (depending how many children we have in nursery). We kindly ask parents to please provide your child with a suitable waterproofs and footwear so they can enjoy being outside in all weather.</p> <p>Children will also have a weekly P.E session. Clothing for this may change throughout the year depending on the weather. However, please ensure shoes and jumpers are easy for children to put on and take off.</p>

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	<p>More information regarding teaching and learning can be found on the school website on our webpage.</p> <p>We also communicate weekly lessons and learning through our Tapestry APP.</p> <p>We will also be inviting families into the nursery to participate in our learning through our Stay and Play events which run throughout the year.</p>
Visiting the nursery	Visits to the nursery can be arranged by the admin team or by speaking to the Lead Teacher or emailing <a href="mailto:Little.Seedlings@taw.org.uk">Little.Seedlings@taw.org.uk</a>
Mobile Phones	<b>MOBILE PHONES CANNOT BE USED IN THE NURSERY AT ANY TIME.</b> This is a statutory requirement of the Early Years Foundation Stage document. Please put your phone away when you enter the building, your child needs you to be present so they can tell you about their day.