



# New Deer School

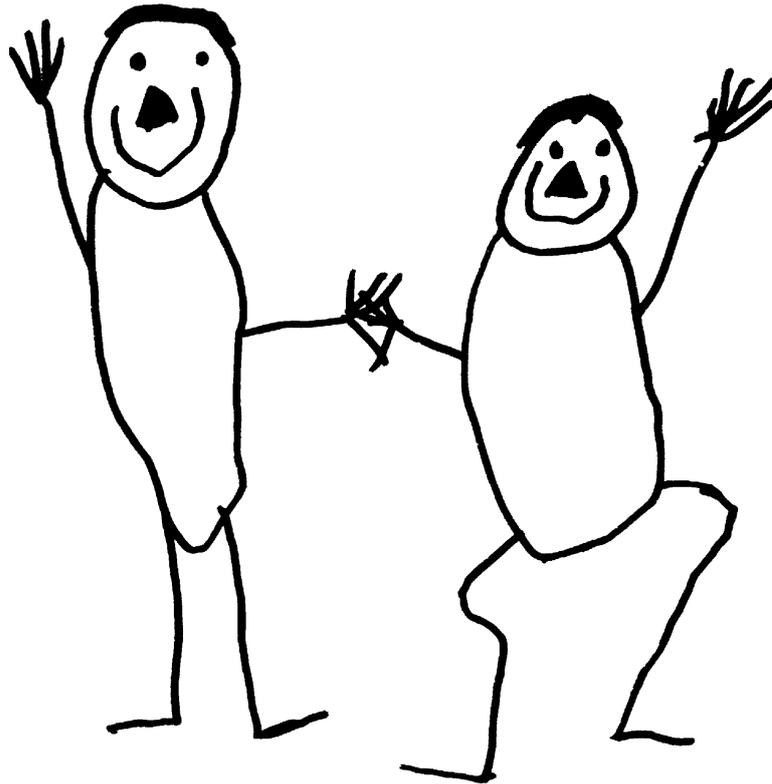
## Early Learning and Childcare



**Information Booklet  
2017 / 2018**

## We welcome you and your child to New Deer Early Learning and Childcare (EL&C)

We hope this handbook will answer some of the questions you and your child may have about our setting and will be useful and informative throughout the year.



You can also find a copy of this booklet on  
our school website .

<http://newdeer.aberdeenshire.sch.uk/>

We aim to make our EL&C a safe and happy place for children to come. It is the first step in their formal education and sometimes the first time a child has been away from the home environment, therefore we aim to make these transitions as smooth as possible.

## Contact Details for the school and EL&C are:-

New Deer School  
New Deer  
Turriff  
AB53 6TB

 01771 644265 / 644865  
 [newdeer.sch@aberdeenshire.gov.uk](mailto:newdeer.sch@aberdeenshire.gov.uk)  
 [www.newdeer.aberdeenshire.sch.uk](http://www.newdeer.aberdeenshire.sch.uk)

Information Line 0870 054 4999 (School pin no 02 2320)

(Please do not use this line to leave messages for the school.)

Adverse weather and emergency closure -[www.aberdeenshire.gov.uk/closures](http://www.aberdeenshire.gov.uk/closures)

Head Teacher	Mrs Wilma Mutch
Early Years Lead Practitioner	Mrs Laird
Early Years Practitioner	Mrs Noble
Early Years Practitioner	Miss Bean
Early Years Practitioner	Mrs Gray
EL&C Principal Teacher	Mrs Linda Jenkins
PTA	Mrs Linda Gray
Parent Council	Mrs Jillian Eunson
Quality Improvement Officer	Mrs Adele Scrimshaw
Director of Education	Maria Walker

Contact details for all off the above professionals involved in your child's learning are available from the school office

New Deer School is a non denominational school.  
The school does not teach by means of the Gaelic Language.  
All Aberdeenshire Schools are Co-educational, providing education for both boys and girls.

## Our Vision at New Deer School is

### “Working Together to Achieve our Best”

To fulfil our vision our children all wear a SCARF -  
it represents our values of

Safe  
Confident  
Achieving  
Responsible  
Friendly



We wear our SCARF with pride . you can always see it but it  
is always there.

#### Safe

- ✓ We recognise that the health and wellbeing of pupils and staff is at the heart of our school.
- ✓ An inclusive holistic approach provides for the emotional, physical and social needs of all pupils and staff.

#### Confident

- ✓ We promote independence and resilience so that learners feel confident in making good learning and life choices.

#### Achieving

- ✓ We celebrate all strengths and achievements, and support all learning needs.
- ✓ We emphasise literacy and numeracy as key skills for life.

#### Responsible

- ✓ We encourage respect for ourselves and others, play a positive role in our community and develop an understanding of our role as citizens of the wider world.

#### Friendly

- ✓ We provide a welcoming and nurturing environment which listens to and values the opinions of all.
- ✓ We deliver a fun, stimulating curriculum, giving many opportunities to cooperate, persevere and achieve.

## Our Young People

We know that most young children already come to EL&C settings as active, experienced learners with a natural curiosity. From the beginning, they are a person and a unique individual. At the earliest stage they are interested in themselves and their immediate environment. At times, some other children come to settings upset, vulnerable, from a difficult home environment, or have specific learning needs. When young children come to our EL&C setting they play in a happy environment where children and adults are actively engaged with frequent smiles and laughter. The environment is rich in opportunities to acquire language and encourage communication, inquiry learning and the children are involved in exciting experiences.

## Our EL&C is:

- Child-centred, acknowledge children's views and actively involve children in meaningful ways in everyday decisions in the ECEC setting.
- Offer a nurturing and caring environment.
- Provide appropriate spaces to play and learn with a range of possibilities for children to develop their present and future potential.
- Is responsive to children's changeable interests and demands.

## Involvement of the Family

The role of parents and carers remain central to their children's learning journey and parents and carers are therefore valued and involved in all aspects of EL&C. The home is the first and most important place for children to grow and develop, and parents and carers are responsible for their child's wellbeing, health and development. We know that the outcomes for children are much better if the family is involved.

We involve parents by -

- Inviting feedback and suggestions from parents on our planning wall. This is an integral and valued part of our planning process and it is essential parents support us by adding to the wall.
- Sharing a Whole School Reporting Calendar with parents at the beginning of the school year . events you are invited to include Shows, Sharing the Learning Curriculum Dates, Assemblies, Sports Events, Charity Events etc.
- Stay and Play Sessions are open to family all through the year

Watch out on, Newsletters, Seesaw and Groupcall for additional opportunities for sharing in your child's learning. (You will get information about Seesaw and Groupcall when you start nursery.)

There will be an opportunity for an informal two way discussion of your child's progress at the flexible arrival and collection times. If you would like a more private appointment please just ask.

If you have any special skill, for instance cooking, playing the piano, aerobics instructor, interest in art and craft etc. that you would like to share with the children, please let the staff know.



We will share pictures of what the children have been doing, along with mind maps of the children's responses and examples of their pictures etc. on the nursery walls, in the Floor Book, through Seesaw and in your child's profile.

The pupil profile is always available for you to look at, and shows your child's strengths and next steps. You are welcome to add anything your child has done at home, of which you or your child is feeling proud.

Each child also has a Personal Plan which contains confidential information about your child . contact details, medical information, details of any additional support needs, allergies and records of parent permissions etc. These are stored in a locked filing cabinet within the EL&C.

You will be given a 'Getting to Know You' booklet for you to fill in with your child. There will also be permission slips for you to complete.

## Getting it Right for Every Child

The delivery of EL&C is underpinned by the values of Getting it Right for Every Child (GIRFEC) which is the national approach to improving the wellbeing of all children

The GIRFEC approach:

- Puts the best interests of the child at the heart of decision making.
- Takes a holistic approach to the wellbeing of a child.
- Works with children, young people and their families on ways to improve wellbeing.
- Advocates preventative work and early intervention to support children, young people and their families.
- Believes professionals must work together in the best interests of the child.
- Is designed to be flexible enough to support all children and families whatever their need, whenever they need it. It is about responding in a meaningful, supportive way, working with parents wherever possible.

To do this eight indicators of wellbeing are used. We wish our young people to be - safe, healthy, achieving, nurtured, active, respected, responsible and included.

In some circumstances a child's needs may require more than one agency to work together to deliver targeted interventions to the child and family. In New Deer we work closely with the Speech and Language Department, The Health Visitors, Childsmile, Social Work, Community Learning, and the Educational Psychology Service, to ensure that all the needs of all our children are met.

## The EL&C Curriculum

We aim to give our young people experiences which:

- Are new and stimulate enthusiasm, new learning and curiosity, balanced with more familiar experiences which can be revisited and tested out in different ways.
- Develop a sense of risk.
- Encourage the young child to talk with each other and adults, and the growing awareness of the part each plays in a conversation.
- Help the young child remember how they have used materials and solved problems in the past and how they can relate this learning to the task in hand.
- Allow children to determine what they want to learn, form their own plans and gives ownership in discussion with an adult when they want to stop.

- Give children a sense of wonder and stimulate questioning and ability to reason and test conclusions.
- Allow children to play outside, fresh air and physical exercise.

Adults in our EL&C who:

- Help children make sensible choices about their learning by involving them in making decisions about what could be provided
- Understand children will start at different points and encourage them to try activities at the appropriate level.
- Make time to talk and listen to what a young child is saying and try to build on their meaning and reply in a way that children will understand but also models new language and descriptions.
- Help children express ideas by singing, making music and role play.
- Encourage children to try out new things, using children's interest as a starting point.

An environment which:

- Gives a balance of being in and out of doors so that children are confident in different environments.
- Organises resources which enable children to make choices, and share in others choices.
- Resources which are clearly labelled and where children know to find and replace them.
- Has comfortable places to relax, be quiet and be with friends.
- Has plenty for the young child to talk about, imagining and creating, reasoning and testing out, sharing and negotiating, talking about the past, present and the future.
- Reflects the world of print, literacy and numeracy and the increasing use of technologies to support learning

## Awards

New Deer School has a Rights Respecting School Award and we teach even the youngest children in our school to be aware of their rights and to respect the rights of others.



At New Deer we also pride ourselves on being an Eco School . we have for our third Eco flag and are currently applying for our fourth! The children in EL&C take part in all Eco activities . often being active in our eco garden and being part of our class eco rota . recycling, watering school plants, etc.

## Sessions

This year sessions will be mornings and afternoons, Monday to Friday.

How we split the children into yellow and green group depends on numbers. Our local authority recommend that three and four year old children share sessions. While trying to take individual requests into consideration it may not be possible to accommodate everyone's preferences. This session we are lucky that the numbers have allowed us to have all the children who plan to come along to New Deer School in August 2018 in one session, and those transitioning to Maud, and any other Primary School in another.

## Times

Children attending in the **morning** are asked to arrive at 8.45 a.m. and should be collected between 11.40 a.m. and 11.55 a.m.

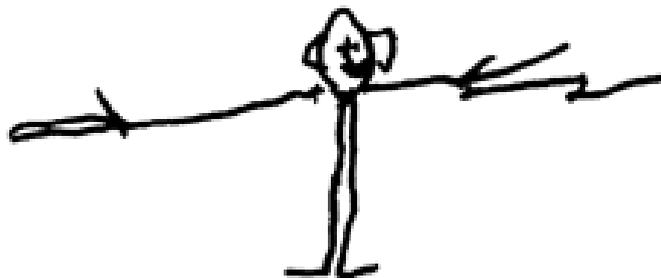
Children coming in the **afternoon** are asked to arrive at 12.20 p.m. and should be collected between 3.15 p.m. and 3.30 p.m.

EL&C children have the same holidays as primary schools - if the school is to be closed e.g. for Teachers' In-Service Training or a local holiday, there will be no sessions that day as the staff will join other school staff at training courses.

Regular attendance is important to a child's development. If however a child is unwell, the best place is at home.

## Arrival

Entry to the nursery is through the infant door. When you arrive with your child at the beginning of a session please take your child through to the cloakrooms and leave their jackets etc. there. Then proceed to the EL&C and let staff know that the child has arrived so that we may greet each child personally on arrival. You must also sign your child in and tell us who is collecting at the end of the session. It is helpful to let staff know if there have been any particular problems which might affect the child's mood or well-being. You are welcome to see your child settled before leaving.



## Collecting Children

Children must be collected from the classroom by an adult.

Please sign your child out in the folder at the door

If you are delayed or there is any change in arrangements for any reason, please telephone so that we may let your child know.

## Clothing

- A Nursery sweatshirt and or polo shirt can be ordered from the school if wished. We aim to make the children as independent as possible. Please help by dressing your child in clothes which are easy to manage.
- Please provide a bag with a change of clothes for your child.
- Aprons will be provided for messy activities but we cannot guarantee that clothes stay clean. Every day, we try to spend some time outdoors. We have recently purchased waterproof jackets and trousers. Please ensure your child has a hat, gloves, a buff and outdoor shoes or wellies on cold or wet days. On warm days, please ensure that your child has sunscreen on and brings a sunhat.

**All clothes and footwear *must* be labelled with your child's name.**

While aiming for children be able to go to school without comforts we recognise that some

children are still at the stage of requiring that support . if they can be small enough to pop in their bag and just come out when needed that would be super!

## Costs

Your child's place at EL&C is fully funded but a small charge (50p per child) is made each day to cover the cost of snack ingredients - any money left over goes towards the purchase of incidentals and nursery equipment.

## Snack

Snack is a very important part of the nursery routine. Children help prepare snack - baking, making sandwiches, setting the table.

The children are encouraged to try a wide variety of foods with milk, water, fruit and vegetables available each day. Good manners are encouraged.



## Staffing

With our current staffing there will be a maximum of twenty children in the group. Children who are in their pre-school year and those in their ante pre-school year from any area of the catchment area for Mintlaw Academy may be enrolled at New Deer EL&C.

Your child will be allocated a key worker. This member of staff will be responsible for your child's wellbeing, learning and development and should be your first point of contact, regarding any queries you may have about your child in the EL&C.

Mrs Laird is the Lead Practitioner in our EL&C and is responsible for the day to day running of the nursery. She will always be happy to support you and your child and answer any questions you may have.

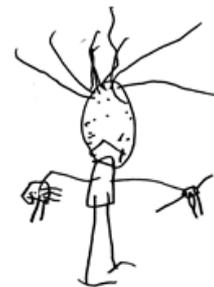
Occasionally we have students on placement from college who are undertaking courses in childcare to HNC level, Post Graduates, or who are on a 4-year BEd Course.

We also have members of the school community who kindly volunteer in the EL&C.

Pupils from Mintlaw Academy can also be in, on work experience or community placement.

Visitors, for instance, a dental nurse, health visitor or police officer, sometimes visit to talk to the children in connection with a theme or interest.





## Absence

If your child feels unwell before a session, it is best to keep him / her at home even if they want to come. If the weather is so bad that you suspect the school may close during the school day, it is better to keep your child at home.

You must inform us if your child is absent by telephoning the school . 01771 644265.

It is essential that contact numbers are given and kept up-to-date. If a child is ill in school, the school must be able to contact you as soon as possible to avoid distress for the child.

If your child has been sick or has had diarrhoea he/she must not return to nursery until 48 hours after the last attack.

## Insurance

Aberdeenshire Authority holds a third party insurance, which indemnifies the Authority for claims from third parties (e.g. parents of pupils) who have suffered injury, illness, loss or damage arising from the negligence of the Authority or its employees. However, if there is no negligence, no claims will be accepted by the Authority.

It is the responsibility of parents to insure children for personal accident or death if this is felt to be appropriate.

While staff are delighted to see items that their pupils treasure, children should not bring valuable items to as their safety cannot be guaranteed and no insurance is held to cover such items.

## Child Protection

Given on-going concern on the subject of child abuse, and the changes in the law, schools are now required to report if we think any child has come to harm as a consequence of possible abuse. Mrs Mutch is the Designated Officer appointed to be responsible for Child Protection matters and specially trained for the task. Should anyone wish to talk further about Child Protection and the safety of children they are welcome to contact her. Where there is a possibility that a child could be at risk of abuse or neglect, the school is required to refer the child to Social Work, the Police or the Reporter and under these circumstances, the parent would not normally be consulted first. Please do consult our Child Protection Policy in the Policies folder (in the nursery corridor) for more information.

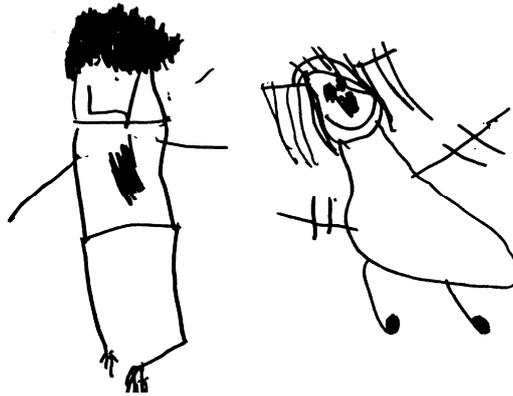
## From EL&C to School!

The Curriculum for Excellence provides a continuation of educational experience which links home to pre-school to the early stages of primary school. The transition to primary school is a major event in any child's life.

At New Deer, we aim to make this transition as smooth as possible by:-

- liaising with receiving school and P1 teachers, allowing the transfer of information, which will include the pupil profile and pupil personal plan.
- planning activities in the nursery which provide an introduction to school, e.g. attending assembly or special performances done by the school, playing in the school playground, joint activities with P1-3 classes and taking the children to gym
- recognising that you, as parents, are key figures in the transition to school
- introducing, where possible, the children to their new primary 1 teacher from their receiving

school



## Self Evaluation

Self-evaluation is a key aspect of improvement and is best when not only staff but parents and children are involved in the improvement agenda.

It is helpful to look

- inwards (knowing what is happening in our setting),
  - outwards (learning from what happens elsewhere to challenge our own thinking)
- and
- forward (exploring what the future might hold for today's learners and planning how to best prepare them for that future)

At New Deer we continually strive to improve the experiences we give the young people in our care, and our relationships with you, their parents and carers.

You are invited to feedback on the curriculum and share with us your child's comments and interests through our Rainbow Planning Wall in the EL&C.

Any feedback you can give us on this booklet, any other communication or, indeed, any aspect of our EL&C, would be much appreciated.