

# New Nursery Parents Information September 2023

‘At Moat Farm Infants everyday we learn,  
achieve, have fun and play!’

# Welcome to Moat Farm Infant School

We would like to take this opportunity to thank you for considering our school for your child to start in September 2023.



At Moat Farm Infant School we value your child as an individual, and hope to nurture and develop their knowledge and experiences.





**Miss Macdonald**  
Ladybird Key Worker

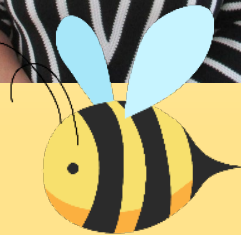


**Mrs Kenyon**  
Ladybird Key Worker



# Nursery Staff

**Mrs Parkes**  
Bees and Butterflies Key Worker



**Mrs Walker**  
Caterpillars and Butterflies Key worker





# Safeguarding

As a school we take keeping children safe very seriously.

What will raise a concern?

- If a child discloses information that might suggest they are at risk.
- Marks or bruising on a child.
- Significant changes in a child's behaviour.
- Changes in a child's appearance eg. untidy, dirty, child losing weight.

Most concerns will be unfounded but we will investigate them all thoroughly to ensure the safety of the children. We will seek advice from Children's Services and make referrals on their advice.



# Attendance

- Attendance is very important to us and is closely monitored for every child as it has a direct impact on your child's learning, progress and social development in nursery.
- If your child is not at nursery because they are ill or for any other reason, it is **your** responsibility to inform us.
- School Attendance Officer – Mrs Deane





# Giving Medication in school

If Children who need medication in school a 'request for school to administer medication' form will need to be completed. These are available at the school office or they are on the website.



- Antibiotics
- Eczema creams
- Allergy medication
- Inhalers



## Request for school to administer medication - Epipens/ Inhalers/ Steroid creams

I, the parent/carer of..... give school staff at Moat Farm Infant and Nursery School permission to administer medication in accordance with the following instruction: -

Medication	Dose
Method	Time or interval of dose
Indications for giving	These instructions remain in effect until

I give permission for the medication and my child's name/photograph to be displayed and be easily accessible for my child in their classroom

Yes ☐ No ☐

Parent Name..... Signature.....

Date.....Contact number.....

I confirm that the medication has been handed back to me on  
.....(date)

Signature.....



# MARVELLOUS ME

This is a free app we use to send out messages, rewards for children and letters to parents/carers.

Get Started. It's free!

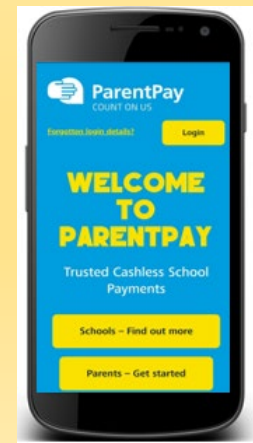
1. **Download the MarvellousMe parent app**, or join up at [www.marvellousme.com](http://www.marvellousme.com)
2. **Tap 'Sign Up'**
3. **Enter the join code** provided by your child's teacher.
4. **Enter your name and email**, and make up a password.





# Parent Pay

- We use a app called 'Parent Pay' which enables you to pay for trips, special visitors, school discos, school fund online or at local shops who have Pay Point.
- All families will need to have Parent Pay set up.
- All new families will receive their registration code in September.





# School Fund

- The school fund is vital in helping to provide resources and equipment not supplied by central government.
- In the past it has been used to purchase ingredients, games equipment and additional musical instruments.
- We ask for a voluntary donation to school fund which can make a real difference!
- It can be paid weekly, termly or as a lump sum
- This should be paid on Parent Pay.



# School uniform

- School uniform in nursery is parental choice, although most children do choose to wear a uniform.
- **No laces** in shoes please! Velcro fastens are best and easiest for young children.
- Label everything with your child's name.
- Children will need a coat everyday as the weather can be very unpredictable.





# Drinks in Nursery and Snack

- Children under 5 receive free milk for snack time.
- You need to register your child on the Cool Milk website.  
[www.coolmilk.com/schools/](http://www.coolmilk.com/schools/)



- Water bottles will be sent home every day to be washed.
- Snack is provided by school and includes apples, bananas, pears, raisins and oranges.



# Packed Lunches (Full time children only)

- Full time children should put their lunch boxes on the blue trolley which is located by the rear nursery door.
- Please ensure your child's name is clearly written on the outside of their lunch bag.
- Please do not send in any food which contains nuts, as we are a 'nut free' school and we have children in our school and nursery who have severe nut allergies.
- Send a spoon for yoghurts or jelly pots
- Children can have squash or juice at lunch time







# Children in nappies or pull ups

- Parents need to provide a supply of nappies/pull-ups, wet wipes and nappy sacks.
- Staff will remind you when supplies are running low.
- Support for toileting can be found in our intimate care policy or speak to a key worker.
- Please can all children bring a spare change of clothes.



# Nursery session times

- AM nursery is 8.30-11.30am
- Full time nursery (30 hours) is 8.40-3pm
- PM nursery is 12-3pm





# Beginning of nursery sessions

- For morning sessions, the teachers will open the doors at 8.30. Please drop your child off at the back-nursery door which is located on the EYFS playground.
- For PM nursery children, the teachers will open the front nursery door at 12pm.
- Please allow Butterfly group (2 year old children) to come in first and then Beetle group next (3 year old children) to ease congestion on the door.



# End of the nursery session

- Children will only be dismissed to authorised adults.
- The children are expected to sit with their group and should only go to their adult when the teacher has called their name.
- Please do not call your child to you, wait for the teacher to dismiss your child.
- It only takes a few minutes for teachers to see the children out safely to parents, so please be patient with us.



# Our Nursey Provision





# Rhyme and Story of the Week

- Rhymes and stories are fundamental to children's language development and listening and attention.
- In Nursery we have a new rhyme and story every week.
- We will send a YouTube link to the rhyme and story on the Marvellous Me app.





# Tell the key worker

- If someone different is collecting your child.
- Phone the school if you are running late.
- If your child has had an injury at home and there is a visible mark.
- If you know your child will be absent from school for an appointment.
- Administering medicines

If you would rather speak to a teacher over the phone then you can call the school office on 0121 552 1885 to arrange an appointment.