**Chesters Nursery School**

**Handbook**

**2022-2023**

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**10 Bankglen Road**

**Glasgow**

**G15 7LG**

**0141 944 1831**

**headteacher@chesters-nursery.glasgow.sch.uk**

Welcome to Chesters

Dear Parent/Carer

Welcome to Chesters Nursery School. We hope this handbook will provide you with key information about our nursery.

Forming a strong home/nursery relationship is key in securing the very best outcomes for children. We try to involve parents in the life of the nursery to ensure your child’s learning journey is happy, memorable and successful.

If you have any questions please speak to a member of staff who will be happy to help.

Yours sincerely,

Tracey Smith

Head of Nursery

Below are links to our closed social media accounts. We use these to share photographs of children’s experiences in nursery, some home learning links and relevant information about what is happening in the nursery and local community.

  Chesters Nursery School (Closed group)

  @ChestersTweet

www.chesters-nursery.glasgow.sch.uk

**THE VISION, VALUES AND AIMS OF OUR ESTABLISHMENT**

**Aims**

Chesters Nursery School aims to:-

* Ensure children feel safe and happy
* Encourage respect for others
* Meet the needs of individual children
* Motivate children and allow them to be actively involved in their own learning
* To have fun when learning
* To stimulate active and enquiring minds
* To promote equality and fairness

**Vision**

Chesters Nursery School is a friendly, welcoming, inclusive and nurturing nursery where every child is given the opportunity to fulfil their potential and where we deliver the highest quality education. We value and celebrate the cultural diversity of all our children and families and the importance of working in partnership with our families and the wider community.

**Values**

We value and celebrate the cultural diversity of all our children and families. We value the importance of working in partnership with our families and the wider community.

**Nursery Capacity and Opening Hours**

The nursery is registered to accommodate a maximum of 75 children at any time from the age of 2-5 years:-

2-3 Playroom maximum of 15 children

3-5 Playrooms maximum of 60 children

The nursery is open 50 weeks of the year from 8.00am – 6.00pm.

Holiday dates for 2022-2023 can be found on [www.glasgow.gov.uk](http://www.glasgow.gov.uk) and in Appendix 1 of this handbook.

**Meet the Staff Team**



Our staff team is made up full-time and part-time Child Development Officers, some work term-time hours and some staff work for 50 weeks of the year.

**Management Team**

Tracey Smith Head of Centre

Jane Forbes Depute Head of

Centre

Izzy Sumner Team Leader

Danielle O’Neill Lead Practitioner

Attainment

**Clerical Staff**

Angela Courtney

**Support for Learning Workers**

Bushra Hameed

Samantha Quail

**PaLS Support Staff**

Josh Carson Janitor

Margaret Anne Gillen Morning cleaner/lunch assistant

Darren Morning cleaner

Lynda Ferris Day cleaner

Lesley Reilly Lunch assistant

**Child Development Officers**

**Room 1**

Jaclyn Ross CDO

Chantelle McColl CDO

Sharon Thomson CDO

Nicola Madden CDO

Lynn McAneny CDO

Shannon Boyle CDO

Holly Cranston CDO

**Room 2**

Sana Khan CDO

Lee Maher CDO

Kathleen McLetchie CDO

Gillian Aird CDO

Rachel Halliday CDO

Katie Pearce CDO

**2-3 Room**

Ailsa Degnan CDO

Susan Geggan CDO

Natalie Wright CDO

Katie McIntosh CDO

Cyndy Hughes CDO

**GENERAL INFORMATION**

**Admissions & Early Years Charges**

Nursery places are allocated in line with Glasgow City Council’s Admissions and Banding policy at local Admission Panels.

We are at the beginning of the journey towards all eligible children accessing 1140 hours however due to COVID-19 this process has taken a backseat as we endeavour to keep staff, children and families safe. The statutory entitlement of 1140 hours will be made available from August 2021.

A booklet with details of childcare charges is available from the office or online at [www.glasgow.gov.uk](http://www.glasgow.gov.uk)

**Privacy Statement**

Glasgow City Council is a local authority established under the Local Government etc. (Scotland) Act 1994.

Our head office is located at City Chambers, George Square, Glasgow G2 1DU, United Kingdom, and you can contact our Data Protection Officer by post at this address or by email at:  dataprotection@glasgow.gov.uk, and by telephone on  0141 287 1055. Glasgow City Council is registered with the Information Commissioner's Office under registration number Z4871657.

https://www.glasgow.gov.uk/index.aspx?articleid=22066

**What Help is Available in Meeting the Costs of My Child’s Nursery Fees?**

A range of supports are in place to help parents in meeting the cost of childcare. These include tax credits (dependent on your income), and a new HMRC Tax Free Childcare Scheme – where the government will pay £2 for every £8 you pay for childcare, up to a maximum of £2,000 annually. For more information on help with paying for childcare, please look online on the Glasgow Family Information Service – www.gfis.org.uk – or call us on 0141 944 1831.

**Starting Nursery/Settling In**

Parents will be asked to stay with their child in the playroom on their first week. Keyworkers will work with parents to ensure their child settles into nursery at a pace that meets their needs. Every child is different therefore settling in time will differ from child to child. However in all cases the settling in process is a gradual one to allow children to get to know the staff, and to feel safe and secure in their new surroundings. Each child will be part of a key worker group with am allocated key worker.

**Cloakrooms**

Every child has their own peg with their photograph and name on it. This should be used to hang up their coat. Each child has a bag on their peg to keep a change of clothes and gym shoes.

Grants available for pre-school children

Below are links to a couple of pre-school grants available for parents to apply for to support children in this age bracket:

mygov.scot/benefits or 0800 182 2222

<https://www.gov.scot/policies/social-security/best-start-grant/>

https://www.mygov.scot/best-start-grant-best-start-foods/

**Dropping Off and Collecting Your Child**

It is expected that a responsible adult (aged 16 or over) will bring and collect your child to and from nursery. In the interests of your child’s safety you must tell a member of staff if they will be collected by someone not already known to the nursery. Staff may ask them to provide ID to prove who they are, in-line with GCC Child Protection Policy.

Each playroom has a signing in sheet. Please make sure your child is always signed in and out by the adult bringing and collecting them.

**Nursery Fund**

A £2.00 a week contribution from parent/carers helps to pays for additional items such as ingredients, craft resources, fun days, outings and entertainers. This contribution can be paid weekly, monthly or termly to Angela who will record it in the Nursery Toy Fund register. There are no charges for the first week.



**Advice on Clothing**

Play and learning at nursery can be very messy so please dress your child in clothes that you do not mind getting dirty. We try to make sure that children wear aprons to protect their clothes, but we cannot guarantee clothes will remain in their original condition. As we go outside everyday it is also important that your child has appropriate clothing for the weather, especially wellies and waterproofs. Chesters Nursery has a wide range of outdoor clothing for children who do not have appropriate clothing for the outdoors. This includes outdoor footwear.

We would appreciate it if children do not wear the following at nursery:

* clothing that could potentially encourage factions (such as football colours)
* clothing that could cause offence (such as anti-religious symbolism or political slogans);

Please provide a change of clothes for your child so that if they need to be changed they are able to wear their own clothes. Each child has a bag on their peg and we store spare cloth there.

If you are able please remember to write your child’s name on clothing and footwear to prevent confusion and allow us to return items to the correct owner.

We have nursery polo-shirts and sweat-shirts for sale; please speak to a member of the office staff if you would like to order any items.

**Information in Emergencies**

We make every effort to maintain a full educational service, but on some occasions, circumstances arise which lead to disruption. Establishments may be affected by, for example, severe weather, and temporary interruption of transport, power failures or difficulties of fuel supply. In such cases we shall do all we can to let you know about the details of closure or re-opening. There are a variety of ways you will be informed including; text message, email, social media, the press and local radio stations (such as Clyde 1 and BBC Radio Scotland).



**Lost Property**

Lost property baskets are located in our cloakrooms. If your child has lost something at nursery please have a look and/or speak to a member of staff who will be happy to help.

**No Smoking Policy**

Glasgow City Council in line with Government policy has designated all its buildings no smoking areas.

Mobile Phone Usage

The use of mobile phones within the Jimmy Dunnachie Family Learning Centre is strictly prohibited.

Please respect this rule as it ensures the safety of the children.

**Emergency Contacts**

Parents whose children are in the nursery must provide us with the names, addresses and telephone numbers of two emergency contact persons. Please keep the nursery up-to-date about any changes to this information. Please update us with new mobile numbers for all contact information.

**Mobile Phone Usage**

The use of mobile phones within the nursery is strictly prohibited. Please respect this rule as it ensures the safety of the children.

NO PICTURES SHOULD BE TAKEN IN NURSERY UNLESS AUTHORISED BY A MEMBER OF NURSERY MANAGEMENT TEAM.

**Attendance**

Regular attendance is very important for children’s progress and continuity. If your child is unable to attend nursery for any reason you should inform us of this either in person or by phone or email. It is our policy to contact parents when a child is absent and we have not been notified as to the reason why. A call may be made to emergency contacts if we are unable to contact a parent.

**English as an Additional Language (EAL)**

Some children start nursery with little or no English. Staff will use a range of strategies to support children with EAL, e.g.

* Our nursery iPads are equipped with the Microsoft Translator App, which allows text, camera and voice translation of approximately 60 languages, and supports communications with our EAL learners and families.
* Staff utilise the Glasgow City Council EAL Development Checklist in collaboration with parents/carers to track and support the progress of our EAL learners.

**Pram Shed**

For your convenience there is a pram shed located near the front entrance. You are welcome to leave your pram or a wheeled toy whilst your child is in nursery. **Items are left at your own risk; the nursery cannot accept responsibility for lost or stolen items from this area**.

**Outings and Consent Forms**

When your child starts nursery, we will ask you to sign a consent form which enables staff to take children to places of interest in the local area.

Any outings out with the local area or on transport will require an additional consent form. Please note that a child cannot go on a trip without your permission.



**FOOD AND HEALTH**

**Birthdays**

 Children’s birthdays are celebrated within the nursery. Children will receive a card and a rendition of Happy Birthday from their peers.

Every child will have a birthday cake to share with their group.

**Snacks and Lunches**

Snacks and lunches are provided by Glasgow City Council’s Public and Land Services (PALS).

Every day the children will have two choices of main meals. Please see our lunch and snack display to find out what is on the menu. Copies of our lunch and snack menu will be provided in your welcome pack. Our face-book page and website will be updated if there are changes to the menus.

Dietary requirements will be catered for. In order to accommodate specific allergies or allergens we will require a letter from your GP. Your child’s keyworker will be happy to discuss dietary needs with you.

**Dental Health**

Chesters Nursery School is a SMILE nursery which means we follow the NHS Oral Health Team Smile Nursery Programme. Good Oral health is regularly promoted within the nursery through daily toothbrushing and through oral health events throughout the year. If you would like to opt out, please let us know. Our aims are: -

* To promote daily tooth brushing using a fluoride toothpaste.
* To reduce the intake of sugary foods
* To promote a healthy nutritious diet that includes healthy snacks and drinks.
* To promote early registration with a family dentist.

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**MEDICAL INFORMATION/CHILD SAFETY & PROTECTION**

**If Your Child Becomes Ill at Nursery**

If your child becomes ill at nursery every attempt will be made to contact you. Please make sure the nursery is informed of any change in circumstances, in particular the telephone number of the person who is the emergency contact.

The nursery adheres to the Guidance on Infection Control for Children in Schools and Pre-5 Establishments drawn up by Greater Glasgow Health Board.

If your child has diarrhoea or vomiting, we ask you to keep them at home for at least **48 hours.**

**If Your Child is Unwell**

**Children who are unwell should be kept at home. To help control infection, please call the nursery for further advice regarding your child’s symptoms before bringing them into nursery.**

It is important a full detail of your child’s medical history is provided when completing admission forms. This ensures that staff are prepared as possible for any health emergency that may arise.

**Accidents and Incidents**

Staff will let you know if your child is involved in an accident or incident in nursery. You will be asked you to read and sign an accident book when you arrive to collect your child. The form will inform you of how the accident happened and what treatment (if any) was administered. If your child receives a bump to the head while at nursery we will contact you straight away.

Due to Data protection this information will only be passed onto parents or other carers where permission has been given previously.

**Security**

The centre operates a secure entry system. Please press the call button to gain entry. Always close the door firmly behind you and do not let any adults who are not in your company enter as you come in or leave, as they may not be known to staff.

All visitors should report to the main office.

**Vision Screening**

The government has recommended that all children should have their sight checked in their pre-school year.

Screening takes place

 within the nursery.

Further details will be

provided to parent/carers

before the screening takes

place.

**Medication**

If your child needs medication during nursery hours, you should discuss his/her requirements with your child’s keyworker. You will need to fill in a form that authorises nursery staff to administer the medication to your child.

Staff will only administer medicines that have been prescribed by a medical professional. All medicines should have the appropriate label and administering instructions on the original packaging. Staff

are not able to administer the first dose of medication.



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**Breast Feeding Friendly Establishment**

Chesters Nursery School is a breast-feeding friendly establishment. We strive to make our nursery a welcoming and comfortable environment for both baby and mum to breastfeed.

**Nappies and Toilet Training**

If your child wears nappies you will be asked to provide sufficient amounts of nappies and wipes to cater for your child’s needs in nursery. Nappy rash cream/barrier cream can also be stored to be used as required for your child.

Staff will be happy to discuss toilet training with you if you would like to begin the process or when they feel your child is ready. Please ensure that your child has plenty spare clothes in their bag, especially in the early stages of toilet training.

Soiled clothing will be placed in a small bag for you to collect. To protect your child dignity and

respect please make sure your child has plenty of their own clothes for changes.

 **Child Safety/Child Protection**

Getting it Right for every child (GIRFEC) states that every adult in **Scotland** has

a role in ensuring all children live safely and can reach their potential. All

educational establishments and services must take positive steps to help children

protect themselves by ensuring that programmes of health and personal safety are

central to the curriculum. As with other areas of the curriculum, the nursery will keep

you informed of activities within our health and personal safety programme that your

child will be involved in.

 Educational establishments and services must create and maintain a positive ethos and climate which actively promotes child welfare and a safe environment by: -

* Ensuring that children are respected and listened to.
* Ensuring that programmes of health and personal safety are central to the curriculum.
* Ensuring that staff are aware of child protection and safety issues and procedures.
* Establishing and maintaining close working relationships with all other agencies to make sure that professionals collaborate effectively in protecting children.

Should any member of staff have concerns regarding the welfare or safety of any child they must report these concerns to the Head of Centre or the person deputising for the Head of Centre. He/She, after judging that there may be grounds for concern regarding the welfare or safety of any child, must then immediately advise the duty Senior Social Worker at the local Social Work Services area office of the circumstances.

If you have any concerns regarding the safety and wellbeing of a child you must share this with a member of staff. When a young child is at risk of harm, abuse or neglect confidentiality is not an option. No single individual can protect children by acting alone. It is the sharing of information, collective thinking and collaborative action that enables decisions to be made in the best interests of children.

**CHILD WELFARE AND SAFETY**

**POLICIES**

**Non- Denominational Policy of the Centre**

The Centre is non-denominational. We respect and welcome children and parents of all religions, faiths and beliefs.

**Dealing with Racial Harassment**

The Race Relations Act of 1976 makes it unlawful to discriminate against someone because of his/her colour, race, and nationality, ethnic or national background. The Act makes it the duty of Glasgow City Council to eliminate unlawful racial discrimination.

In 1999 the guidelines, “Dealing with Racial Harassment” were issued to assist all teaching staff in dealing with such incidents.

 The adoption of an anti-racist approach should be seen as one part of the continuing attempt to improve the quality of education.

 Glasgow City Council recognises that support from the home is essential if these aims are to be achieved. Every child in Glasgow has the right to be happy and secure at their establishment.

**Our Equal Opportunities Policy**

All pre-five services should reflect the council’s equal opportunities policies and be antiracist, anti-sexist, and multi-cultural and recognise the rights of both men and women to work or to care for children. Provision should take account of the needs of children with additional support needs or chronic illnesses. These principles are reflected in the criteria used to admit children to nursery and in the curriculum of their establishment.

**Complaints Procedures**

If you are concerned or unhappy with any aspect of the nursery, please speak to a member of staff who will try where possible to resolve the issue. If you are not satisfied with the outcome please speak to the Head of centre and if the situation cannot be resolved,

You can contact:

**Glasgow City Council’s Customer Liaison Unit**

City Chambers East

40 John Street

Glasgow

G1 1JL

Phone: 0141 287 5384

www.glasgow.gov.uk

If you are dissatisfied with the standard of care offered by Chesters Nursery then you can also contact the Care Inspectorate.

**The Care Inspectorate**

Central West Regional Office

4th Floor

No 1 Smithhills Street

Paisley

PA1 1EB

Phone: 0845 600 8334 or 0141 843 4230

E-mail: enquiries@careinspectorate.com

**Bullying**

Bullying behaviour will not be tolerated within Glasgow City Council’s educational establishments. All children in Glasgow’s educational establishments have an entitlement “to work (and play) in a learning environment in which they feel valued, respected and safe and are free from all forms of abuse, bullying or discrimination”. (*A Standard for Pastoral Care in Glasgow Establishments*)

**Confidentiality**

The need for confidentiality is recognised by all staff working within our establishment. Please be reassured that the information you or your child share with us will be treated with respect and handled in a professional manner.

**PARTNERSHIPS WITH PARENTS**

**Working Together to Promote Positive Behaviour**

A calm and harmonious ethos is conducive to positive play experiences for children and supports good levels of learning and engagement. At Chesters Nursery School we encourage positive, caring, respectful behaviour. We support children to develop skills that will help them resolve matters of conflict with their peers or adults in a positive manner. Children will benefit if parents and nursery staff work together to promote positive behaviour and to resolve any issues that may arise. We use The Nurture Principles in our playrooms to provide a safe environment to support children to manage their emotions.

**Home & School Partnerships**

We strive to work in partnership with parents and carers. We recognise the value of partnership working and seek ways to fully involve you in the education of your child.

Your Views Matter! Everyone’s opinion is valued and we are keen to keep improving our nursery to create the best possible learning environment for all. We are always keen to hear your feedback and will gather your views using a variety of approaches such as questionnaires and parents’ meetings.

**Home Learning**

It is widely recognised that parents working and learning jointly with their children can have a positive impact on the individual child’s attainment and learning. At Chesters Nursery we have a range of home learning activities throughout the year for you and your child to get involved in.

These activities will be shared via our closed Facebook page, newsletters and via the cloakroom noticeboards. Please speak to a member of staff if you have any suggestions for events.

Our on-line assessment tool See-Saw enables parents/carers to keep up to date with their child’s learning and development.

**Working Together to Support Learning**

Everything you do with your child at home including the experiences you offer him/her in the local community and beyond contributes to his/her development.

As your child’s main educator, we recognise that nobody knows your child better than you. It makes sense therefore that together we should aim to form a strong partnership working effectively together to support your child’s learning at nursery and at home.

**Support for Children with Additional Needs**

We aim to give all the children the opportunity to progress and develop their skills within the nursery. If the nursery identifies areas where a child would benefit from additional support then we will discuss this with the parent and to agree on the best course of action to support the child. If necessary we can help get support from other agencies e.g. speech and language therapist, educational psychologist, etc.

Glasgow City Council has a duty, as outlined in the standards in Scotland’s Schools 2000 Act, to ensure that every child achieves their potential. Glasgow’s Education Services is committed to the inclusion of all children and young people with additional support needs, where possible, within mainstream schools. This is in accordance with the statutory requirement in the 2000 Act. It is also part of Glasgow’s policy to maintain a range of special educational establishments. This recognises the key role to be played by specialist provisions in addressing severe low incidence disabilities.

The authority recognises that there are a wide range of factors, which may act as a barrier to your child’s learning. We are committed to working closely with parents and carers to overcome any barriers to their child’s learning If you have any concerns about your child’s development or you are unhappy with the support being given to your child please speak to the Head of Centre who will be happy to meet with you to discuss your concerns.

Any parent/carer seeking further advice regarding this policy should contact the Head of Centre. Further information relating to Additional Support Needs is also available on the Glasgow City Council website – www.glasgow.gov.uk

**Play along maths**



**Links with Primary Schools, Secondary Schools & Early Years Establishments**

Chesters Nursery is part of the Drumchapel Learning Community. We also have close links with other nurseries and schools in the local area.

* Drumchapel Family Learning Centre
* Cloan Nursery
* Drumchapel Early Learning Centre
* Fasque
* Cloverbank Nursery

 A transition record detailing your child’s progress at nursery is completed and forwarded to your child’s Primary School prior to him/her starting. You will receive a copy of this record and will have an opportunity to add your own comments before it is forwarded to the school.

**Partnerships in The Community**

At Chesters Nursery School we actively seek to build relationships with a wide range of partners to enhance our children’s wellbeing and learning. We work closely with a range of professionals including colleagues Speech and Language Therapy, Social Work, Educational Psychology. In addition, we work with Drumchapel Life who funded cooking sessions for children with their parents, they have provided funding for our Chesters Story tellers as well football and yoga coaches for our children. Neighbourly is a scheme that allows us to support our community by collecting excess food from shops and distributing to those who may need a little extra., Turnbull High School in East Dunbartonshire have supported us for many years at Christmas and through-out the year to enhance the well-being of our community.

   

We also try to make use of facilities in the local and wider community. The children benefit from outings to visits to The Gascadden Woods and Drumchapel library.

**Fundraising**

We organise fund raising events throughout the year, proceeds of which are used to pay for special treats for the children such as Christmas presents, parties and outings. We would be most grateful for your support.

**Chesters Story tellers**

Over the last two years we have been lucky enough to have been supported by local businesses in the community to run our ‘Chesters Story Tellers’ programme. Through our story tellers’ programme, our aim is that every child receives a bank of 8 books through-out the year that they can keep. Along-side these books there will be activities that parents can take part in with their child, which will support and extend their child’s learning. We will continue to seek funding to support this great programme.

Throughout the year we will be providing ‘Play along Maths’ experiences for pre-school children. They will have a range of games to pick from to share and play with their families at home. We ask that you share these on the face-book page. It will be a 6-week programme to engage children in all aspects of early maths experiences. These activities reflect your children’s learning in the playrooms and will hopefully build on their knowledge.

**CURRICULUM INFORMATION**

**Learning Through Play & Active Learning**

Children learn best through their play and when they actively experience things for themselves. In nursery we aim to build on the learning that you have started at home and help children develop the skills and attitudes that they will need in life. We continually build on what they know and use their interests to meet their needs and provide them with challenges through purposeful play, indoor and outdoor.

The nursery day is organised to allow children choice in selecting and planning their own activities. There will be periods of adult led and child led learning. Children will have opportunities to take part in a range of experiences both in and outdoors, snack time, and story/song time every day. Outlined below are some of the ways in which we aim to develop children’s skills and knowledge

Staff in the Nursery will:

**Connect the learning to what children already know**. If children make connections to something they are already familiar with, they will be confident in demonstrating what they know and are more motivated to take part in the activities.

**Plan in consultation with children.** Finding out what children want to learn about supports children to be more focused and successful in learning through play.

**Make learning active**. We do this by learning through play, real life situations, problem solving approaches, and by encouraging children to work with each other.

**Demonstrate understanding**. Children can show their understanding in different ways, including presenting to others, explaining their learning, debating, making a model or poster, drawing, writing, question and answer opportunities.

**Review and recall learning**. Staff will provide children with time to review and assess their learning.

**Pre-birth to Three Guidelines**

When planning experiences for children under three years we follow guidance in the Pre-birth to Three document.

 “Pre-birth to Three” describes how babies and young children can best be cared for as they begin to learn about themselves and the world about them.

It shows how this is most successful when adults are aware of the important role of four key features of effective practice. These 4 key features are very closely linked:

* Relationships
* Responsive Care
* Respects
* Rights of the child

The key aspects of GCC’s guidelines are:

* Emotional Wellbeing and Social Competence
* Communication and Language
* Curiosity
* Movement and Co-ordination

The nursery can provide you with an information leaflet on Pre-birth to Three and the following website may be of further interest to you http://www.ltscotland.org.uk/understandingthecurriculum/learningthroughoutlife/prebirthto3.asp

**Curriculum for Excellence**

The 3–18 curriculum aims to ensure that all children living in Scotland develop the attributes, knowledge and skills they will need to flourish in life, learning and work. The knowledge, skills and attributes learners will develop will allow them to demonstrate four key capacities – to be:

* successful learners
* confident individuals
* responsible citizens
* effective contributors.

Experiences and Outcomes

The experiences and outcomes are set out in lines of development which describe progress in learning, they are organised into eight curriculum areas.

Health and Wellbeing

Literacy

Numeracy & Mathematics

Expressive arts

Religious and moral education

Sciences

Social studies

Technologies

The nursery can provide you with an information leaflet on Curriculum for Excellence and the following website may be of further interest to you. http://www.educationscotland.gov.uk/parentzone/index.asp

**Outdoor Learning**

We have a great outdoor area at Chesters and children have the option to be outdoors for a part of every session. Some of our staff team are ‘Forest School Trained’ and we use the local woods for walks and activities. We are able to provide some outdoor clothing for longer sessions with parents’ permission and where possible we will give you advance notice of these ‘Forest School Sessions’.

**Progress Meetings**

We organise formal parent’s meeting during the year when we can exchange information about your child’s development/progress in Nursery or transition to school.

Parents/Carers are also welcome to discuss their child’s progress on an informal basis with staff throughout the year or request a meeting with the Head of Centre or Keyworker.

**Assessment**

Staff regularly monitor and record children’s progress and development in each area of the curriculum. Progress and achievement will be recorded in your child’s Learning Journal. Please look and see how well your child is doing. We are very keen to include information about your child’s learning and achievements out-with the nursery and will ask you to help with this

Assessment data influences what we do next in our plans for children’s learning and influences our improvement agenda.

**QUALITY ASSURANCE/SELF IMPROVEMENT**

**School Improvement**

Chesters Nursery has an Improvement Plan that outlines the priorities of the nursery for the year ahead 2022/23.

The current priorities for Chesters Nursery School are as: -

1. Develop a digital strategy to support the use of online learning journals.
2. Facilitate more opportunities for STEM (Science, Technology, Engineering & Maths) within the centre.
3. Ensuring we have a whole school approach to nurture.

 Please speak to a member of staff if you would like more information or a copy of our improvement plan.

**School Holiday 2022/2023**

**August**

* Monday 15 August 2022 (In-Service Day) All children
* Tuesday 16 August 2022 (In-Service Day) All children
* All children return on Wednesday 17 August 2022

**September Weekend**

* Friday 23 September 2022 (All Children)
* Monday 26 September 2022 (All Children)

**October**

* Friday 14 October 2022 (In-Service Day) All children
* Term time children off Monday 17 to Friday 21 October 2022 (October Week)

**December**

* Term time children finish at 2.30pm Thursday 22 December 2022
* Nursery closes Friday 23rd December 2022 for 52-week children
* Nursery re-opens Wednesday 4 January 2023

**January**

* ALL children return to nursery on Wednesday 4th January 2023

**February**

* Monday 13th February 2023 (term time Children)
* Tuesday 14th February 2023 (term time Children)
* Wednesday 15th February 2023 (All Children In-Service day)

**April – Spring Holiday/Easter**

* Schools close at 2.30pm on Friday 31st March 2023 for term time children.
* Friday 7th April 2023 All Children
* Monday 10th April 2023 All children
* Schools return on Monday 17th April 2023

**May**

* Monday 1st May 2023 All Children
* Thursday 25th May 2023 In-Service Day
* Friday 26th May 2023 All Children
* Monday 29th May 2023 All Children

**June**

* Schools close at 1.00pm on Friday 23rd June 2023.

**July**

* Monday 17th July 2023 – Public holiday

**August**

* Monday, 14 August 2023 (Return date for Teachers & In-Service Day)
* Tuesday, 15 August 2023 (In-Service Day
* Wednesday, 16 August 2023 (Return date for Pupils)

**September**

* Friday, 22 September and Monday, 25 September 2023 (September weekend holiday)

**October**

* Friday, 13 October 2023 (In-Service Day)
* Monday, 16 to Friday, 20 October 2023 (October Week)

**December - Christmas and New Year**

* Schools close at 2.30 pm on Friday, 22 December 2023
* Monday, 25 December 2023 - Friday, 5 January 2024 (Christmas holidays)

Although this information is correct at time of printing, there could be changes affecting any of the matters dealt within the document and we will inform you if this is the case.