

Oakwood Integrated Nursery Unit



Nursery Hours: Oakwood operates as a **part-time nursery** 8.45am - 11.15am
Monday to Friday term-time

Nursery Staff: Nursery Teacher and Nursery Assistant

School Address: 48 The Cutts, Derriaghy, Belfast, BT17 9HN

School Telephone Number: 02890 309920

Introduction:

A very warm welcome to Oakwood Integrated Primary School and Nursery Unit.

The school opened its doors in 1996 with just 34 children and as a result of the hard work and commitment of a small group of dedicated parents, who felt that the kind of schooling they wished for their children, did not exist in the area, at that time.

Our Vision of '***Learning, working and playing together for a better tomorrow,***' is at the heart of everything we do at Oakwood. It's a special kind of place and everything is done in 'The Oakwood Way.'



Integration and Inclusion

At Oakwood Integrated Nursery, we are child centred and value the individuality of all of our children. We are committed to giving all of our children every opportunity to achieve the highest of standards and their full potential. We do this by taking account of children's varied life experiences and needs, when planning activities, lessons or trips.

We offer a broad and balanced curriculum and have high expectations for all children. The achievements, attitudes and well-being of all our children are of key importance. Oakwood promotes the individuality of all our children, irrespective of ethnicity, attainment, age, disability, gender or background. Our aim is that all children will be given the best opportunity to develop skills, strategies, knowledge and attitudes necessary to succeed as responsible and valued members of society

School Routines



Early Days

Oakwood operates a staggered intake for Nursery pupils during the first few weeks of term. The class teacher will inform you of your child's start date. As Oakwood operates a part-time nursery setting, the children do not stay for packed lunch or school dinners. Children are asked to bring in a small snack with them to have for their break.

Please check the School Calendar for other important dates, such as early finishes or training days.



Healthy Eating, Healthy Lifestyle

Oakwood promotes healthy eating and a healthy lifestyle. We do not allow sweets, chocolate or fizzy drinks to be eaten in school. The only exception to this is on the first Friday of every month. Children are allowed one small, chocolate covered biscuit on this day.



Play

Play is an important vehicle for children's learning in the early years. Through play children can experiment, explore and make sense of their world. We encourage children to engage in messy and sensory play in order to develop their senses and understanding of the world around them. Activities and experiences are planned to challenge and extend the children's development through the following curricular areas: The Arts; Language Development, Early Mathematical Experiences; Personal, Social and Emotional Development; Physical Development/Movement and The World Around Us.

Our experienced staff, continuously observe, monitor and record each child's progress to challenge and extend them to reach their full potential.



Additional Support

Early identification of any areas of concern that a child may be experiencing is important. Many of these issues can be addressed by the nursery team through advice, support and use of basic strategies. Some difficulties, however, may require the staff to create individual plans to provide specific support for a child. These plans are tailored to the individual and are evaluated regularly to monitor progress.



Drop Off, Pick Up and Parking

If you bring your child to school by car, please do not park on yellow lines or outside the marked car parking bays. Only blue badge holders should avail of the disabled bays. There is a one-way system in operation in the car park. Please adhere to this and drive slowly at all times on the school site.

Prompt pick-ups at 11.15am are really important. Children can become distressed when waiting for parents and as staff are timetabled to teach afternoon classes, they are not available to supervise children who have not been collected on time. If your child is to be collected by a childminder or other family member, please ensure that the class teacher has been given their name and contact number and also ensure that they have been introduced to the class teacher.

Please remember that no one under 18 may collect a child from nursery.



Attendance and Punctuality

Attendance and punctuality are essential to ensuring that your child gets the most out of their time at Nursery. They are also important life skills that your child will need as they become young adults and enter the world of work.

Please ensure that your child arrives in time for the start of nursery at 8.45am. Late arrivals are disruptive for the child who is late and also for the other pupils. Prompt pick-ups at 11.15am are equally important.

Pupil attendance is regularly monitored by the Principal and poor attendance, late arrivals and early collections will be addressed if required. Continuous attendance of three or more weeks may result in your child having their place withdrawn and made available to another family. Circumstances will be naturally taken into consideration.



Illness and School Holidays

If your child becomes unwell in nursery or has an accident that warrants you being notified, you will be contacted on the number you provide on the data collection form.

In the event of absence please provide the nursery teacher with a written explanation for the absence upon your child's return. If your child has been physically ill or develops an infectious illness, please check with the nursery teacher regarding the statutory exclusion period. If your child has been absent from school for any other exceptional circumstance the Principal must be informed in advance.

Please check your child's hair regularly and inform a member of staff if head lice are found. Notices regarding any health problems within Nursery or the Primary School will be clearly displayed to parents or communicated in Seesaw.

The Holiday List for the next academic year is distributed to parents early in the third term of each academic year, providing ample time for holidays to be planned for in the school holiday period. **Family holidays, during term time, are strongly discouraged** as they impact upon attendance and more importantly upon children's learning.



Appointments

There may be occasions when your child has to attend a medical appointment during the school day. Please ensure that the nursery teacher has been made aware of this in advance. Other appointments should be made after the school day to avoid impacting your child's attendance and more importantly their learning.



Medical Needs

Please ensure that you have made the nursery teacher aware of any medical needs that your child may have. This should be done through the enrolment form and thereafter in writing to the Principal.

Please note that teachers are not permitted to administer medicines in school. If your child requires medication please contact the Principal to see if arrangements can be made.



Nut Aware Zone

There are increasing incidences of children suffering from a variety of allergies which produce a range of reactions from the very mild through to life threatening. Several children at Oakwood have nut allergies, so we endeavour to be a NUT FREE ZONE. Children should not bring any nuts (not just peanuts) or anything containing nuts to School. There are so many products that we don't necessarily associate with nuts and due care is required.



Nursery Uniform

Main Uniform

Apart from the nursery sweatshirt and polo shirt, all other items can be purchased from high street suppliers.

Boys and Girls:

Red sweatshirt with school logo;

Yellow polo shirt with school logo;

Navy *jogging bottoms and suitable footwear for indoor/outdoor use.

*Jogging bottoms are required due to the nature of outdoor learning all year round.

In these early years, we encourage you to send children in footwear and coats that are easily put on and taken off, fostering their independence.

We would ask that you take time, where possible, over the summer break, to encourage children to practice putting on and taking off their own coats and shoes.

All uniform items can be purchased from McCalls of Lisburn.

It is essential that all items of clothing are clearly marked with your child's name.



Jewellery

We do not permit any jewellery (besides watches) on the grounds of safety while pupils are on the school premises. Ensure that any ear piercings are arranged at the start of the summer holidays, giving time for ears to heal. Earrings including plastic/rubber earring retainers must be removed for the duration of the school day: the option of covering them with plasters is not available.



Home School Communication

We strive to facilitate good communication between the school and parents in a variety of ways, including:

- Seesaw App;
- Twitter;
- 'Schoolbag' post – written communication for parents passed via their child which they may or may not be required to return, and
- School Website (www.oakwoodips.org)

Please note that as an Eco School, we intentionally limit the amount of paper copies being sent home via schoolbags.



At Oakwood, we value each child as a unique individual. We look forward to meeting you and welcoming you into the Oakwood family, where we will be learning, working and playing together for a better tomorrow.