

Gilford Nursery Unit

Prospectus



Welcome to Gilford Primary School; - Nursery Unit

We would like to welcome you, as a parent, to Gilford Nursery Unit. With your decision to send your child to Gilford Primary School, you have embarked on the first important step in your child's education. We aim to contribute by providing a strong foundation for your child's years at school.

This booklet aims to provide some information about our school - its aims, curriculum, and activities we are involved in. We hope you will extend your knowledge through contact with myself and members of the staff and take advantage of the parent/teacher interviews and parenting programmes.

At Gilford Nursery Unit we endeavour to create a stimulating, learning environment and encourage the children to learn through exploration and active participation. We hope you will be pleased at our progress as the year unfolds.

The education of your child is a partnership between school and home. Our staff strive to work closely with parents with the aim of developing the full potential of the children in our care.

Throughout the year in Gilford Nursery Unit we will endeavour to do everything possible to ensure your child is well settled, happy, content and enjoying nursery life.

The information in this booklet is correct at the time of publication. However, it cannot be assumed that changes will not occur in our school organisation during this year or in subsequent years.



About Our School

- The school consists of a nursery unit and six classrooms, one of which is a library.
- A large multipurpose hall,
- ICT room
- I-pads are available in each classroom.
- Staff/parents' room.

The school grounds include a forest area, climbing areas and extensive areas for imaginative, creative, and physical play.

The school is under the control of:

Education Authority Southern Region
3 Charlemont Place
Armagh
BT61 9AX
Telephone Number 028 3751 2200

Information about education in our area can be obtained from the Pupil and Parent Unit of the Education Authority.

School Address

Gilford Primary School and Nursery Unit
41 Castle Hill
Gilford
BT63 6HH
Telephone No: (028) 3883 1372
Website: tgraham241@craigavonps.gilford.ni.sch.uk

Principal: Mrs Doreen Armstrong

Parents wishing to visit the school can make arrangements to do so by contacting the Principal on 028 3883 1372. Further information can be found on our school website.

Nursery Aims

- To create a stimulating and challenging environment where young children have fun and feel happy and secure.
- To help each child adapt to the group situation and to appreciate and practise social skills.
- To cater for individual differences and needs so that each child may have equal opportunities to develop intellectually, socially,
- To develop positive attitudes to learning.
- To provide opportunities for young children to enjoy relationships with adults and peers.
- To help young children grow in self-confidences, experience success, and thus develop a good self-image.
- To deepen and lengthen each child's concentration span through his natural spontaneous curiosity and interest.
- To develop partnership with parents.
- To help and encourage each child to communicate his thoughts, ideas and feelings clearly to both adults and peers.
- To provide opportunities for children to share in the wonder and excitement created by books, stories, rhymes, songs, music and the natural environment,
- To help the child to choose and explore a wide range of materials which allow him to express himself appropriately and creatively.
- To provide opportunities for children to develop physical skills.
- To help the children acquire good habits of health and hygiene.
- To integrate children into the wider community.



Nursery Curriculum

We aim to provide our children with a rich variety of play activities and other experiences in a stimulating and challenging environment and to provide each child with equal opportunities to develop the learning associated with:

- Personal, Social and Emotional Development
- Physical Development and Movement
- Language Development
- Early Mathematical Experiences
- The Arts
- The World Around Us.

It is important to remember that children do not compartmentalise their learning into subjects and many different aspects of learning may take place through the child's play.

Through our curriculum we aim to help each child develop as fully as possible as a unique person. This is achieved by promoting the children's learning through activities which foster their interests, so enable them to acquire concepts, to use their own initiative and develop their confidence in communication,

The emphasis is on learning as an enjoyable experience and developing a positive attitude to learning, thereby laying a firm foundation for later learning, and enabling the child to embark on the Northern Ireland Curriculum with confidence.



Personal, Social and Emotional Development

Good personal, social, and emotional development gives children the best opportunity for success in other areas of learning.

Children bring a variety of personal and social skills, values, and attitudes.

- We aim to develop every child's sense of personal worth.
- They will develop self-confidence, self-control and self-discipline.
- We encourage children to work both independently and as part of a group.
- They will learn to share and take turns and become more sensitive to the needs and feelings of others.
- They will gain some understanding of rules and routines.
- They will also develop an awareness of the importance of healthy food and good hygiene.

Mathematical Development

- To develop understanding of mathematical concepts including patterns, shapes, size, quantity, sequence, counting, sorting, logic and comparison.
- Develop use of mathematical language.
- Through talking about routines, seasonal events and taking turns children develop an awareness of time.
- They will begin to understand and use positional words.

Language Development

- To encourage the development of speech fluency, vocabulary, coherence, and comprehension.
- Help develop expressive skills through drama and storytelling.
- Encourage conversation skills between adults and children.
- Develop pre-reading skills, pencil control and listening skills.
- They will engage in role-play and use appropriate language to express their feelings.
- Children will be given opportunity to enjoy and use books and develop ability to recognise their own names.

Physical Development

- Children will be able to enjoy physical play and sense of freedom it brings.
- Develop gross and fine motor skills.
- Explore range of physical activities both indoors and outside.
- Develop physical fitness, coordination and control and a healthy attitude.
- Develop awareness of space and of others and begin to use space imaginatively.
- They will understand simple rules and will be able to use tools and equipment appropriately and safely.

The World Around Us

- To develop the child's natural curiosity of the environment.
- Encourage them to ask why? how? where? and when?
- Children will observe, explore, investigate and select materials and equipment in a range of situations.
- They will develop skills such as cutting, sticking, folding, pouring and building.
- They will develop an understanding and respect for living things and will handle them sensitively and be aware of environmental issues.
- The children will be encouraged to talk about their families and familiar events.

The Arts

- Children will be given the opportunity to develop an appreciation of music and ability to take part in songs and rhymes.
- Develop use of imagination and dramatic play.
- Participate in a wide range of activities using different media, equipment and stimuli to extend their creativity and develop originality of thought.
- Children will also have the opportunity to use a range of ICT equipment which will motivate them and enhance and extend their learning.

Outdoor Learning

We have an extensive outdoor area. Outdoor play is available daily in all weathers but exceptional circumstances.

- To develop gross motor skills the children, have an opportunity for climbing, balancing, running, developing ball skills, etc.
- We also provide resources for large construction, water and sand play, imaginable play, art activities and reading.
- We have a fabulous outdoor area which includes a digging area, house area, music area.
- We plan for outdoor play by topic and termly

The School Day

8.55 - 9.15	Phased arrival of children
9.00 - 10.30	Free play
10.00 - 10.30	Snack available
10.15 - 11.45	Indoor/Outdoor play
14.45 - 12.00	Tidy up/Preparation for Dinner/
12.00 - 12.40	Dinner/Clear up
12.40 - 1.00	Stories, rhymes, discussions, Music etc.
1.00 - 1.30	Children move to in-door area, PE Hall or table-top activities
1.15 - 1.30	Phased departure of children

Children may go to the toilet at any time during play without asking, but every-one will be encouraged to go and wash their hands before and after snack and lunch.



Pastoral Care, Child Protection and Positive Behaviour.

Pastoral care is seen as a vital part of a child's school life. In Gilford Nursery we have a responsibility for the pastoral care and general welfare and safety of the children. The duty to care is seen as a partnership between teachers, parents and support services. We aim to provide a safe, caring and supportive environment in which the children feel confident and secure, which in turn will promote their learning.

Teachers are grateful for information about any difficult home circumstances which may cause anxiety or distress. Please keep contact details up to date so we may care for your child if an emergency situation arises.

The school has excellent procedures in place and copies of all our policies are available from school.

The Designated Teacher for child protection issues is Mrs Paula Paul and her Deputy is Miss Avril Herdman.



Procedure where the School has concerns, or has been given information, about possible abuse by someone other than a member of staff.

Child makes a disclosure to teacher/member of staff or there are concerns about child either as a result of one observation or many observations over a period of time.
Member of staff should make notes of what was said or observed and must **ACT PROMPTLY**

CONTACT NUMBERS
Southern Health & Social Care Trust

Central Gateway Team
028 37415285

PSNI Public Protection Unit
Tel: 084560080000

Discuss disclosure/concerns with designated teacher. Give record of concern to Designated Teacher.

Designated teacher meets with Principal to plan course of action and ensures that a written record is made and treated confidentially.

If doubts remain seek advice from SELB and/or Gateway Team/PSNI

If a referral is necessary Designated Teacher will refer to Gateway Team/PSNI and advise SELB Designated Officer

If referral to Gateway/ PSNI is not necessary

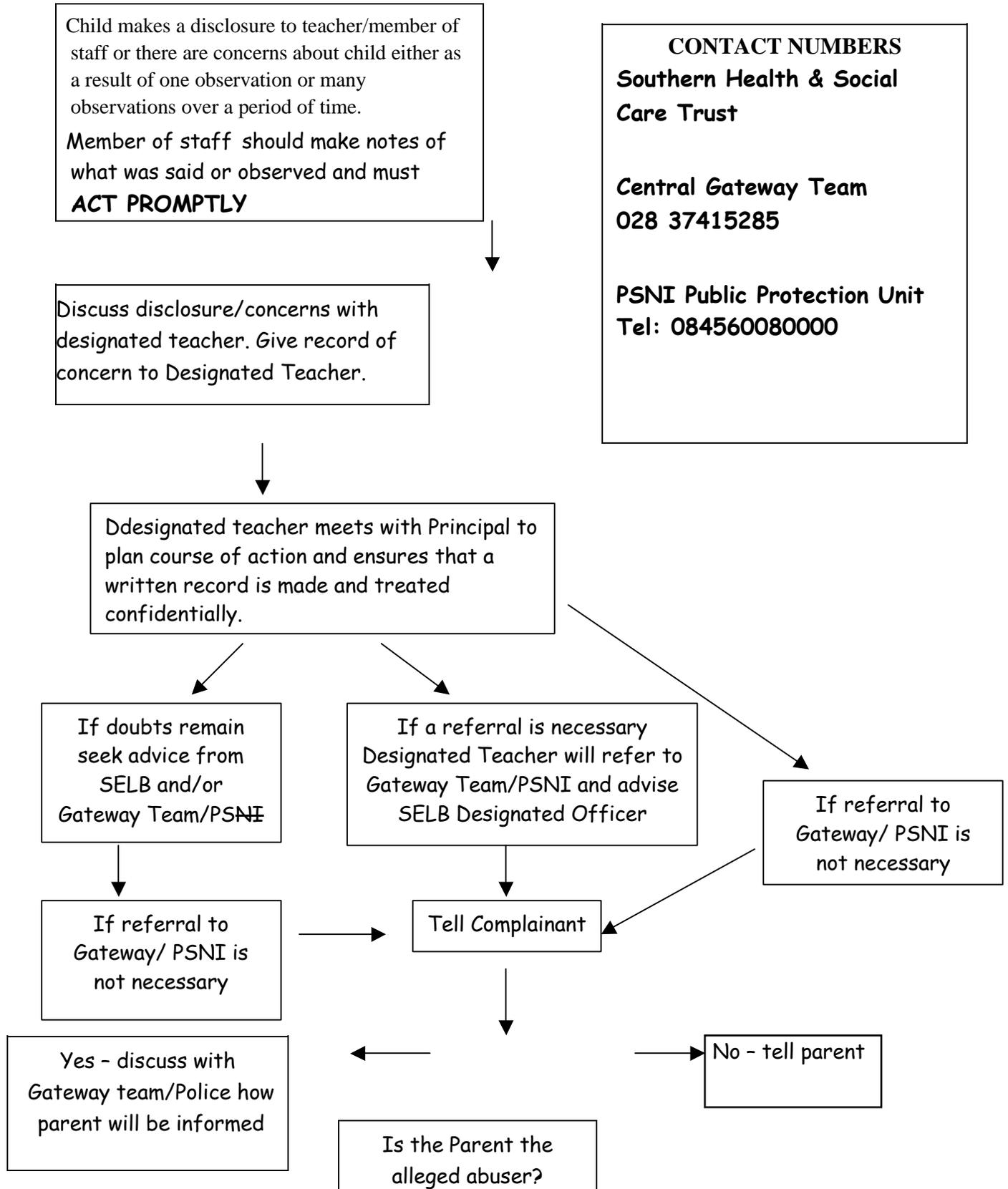
If referral to Gateway/ PSNI is not necessary

Tell Complainant

Yes - discuss with Gateway team/Police how parent will be informed

No - tell parent

Is the Parent the alleged abuser?



How a Parent can make a Complaint

I have a concern about my/a child's safety



I can talk to the class/form teacher



If I am still concerned, I can talk to the designated teacher for child protection



Mrs Paul
or the Deputy Designated
Teacher **Miss Herdman**

If I am still concerned, I can talk/write to the
Chairman of the Board of Governors - **Mr Roy Leckey**

At anytime a parent can talk to a social worker at the

Gateway Team **Tel: 0800 7837745** or the

PSNI Public Protection Unit **Tel: 0845 600 80000**

Special Needs

Some of the children attending our school will have special needs. In order, to make appropriate provision for these children we will follow the stages outlined in the Code of Practice (NI Order 1996) and the S.E.N. and Disability Order (SENDO) 2005. We work closely with outside agencies to ensure we are providing for their needs.

Teachers will continually monitor progress and if they find that a child is experiencing difficulties, they will give additional help and support as necessary. An Individual Education Plan will be drawn up, progress monitored, and plan reviewed.

We are also committed to providing for the needs for whom English is an additional language. Extra support through small groups help these children integrate fully into the life of our school.

School Uniform

This contributes much to the ethos and identity of the school and we appreciate the support given by parents in this matter.

Uniform is not compulsory but makes it easier for children to develop independence and protects their everyday clothing.

Gilford Nursery uniform is available from Maxwells of Lurgan

The uniform consists of: -

Maroon sweatshirt with Logo

Maroon tracksuit bottoms

Yellow polo shirt with Logo

To ensure the safety of the children in our care, track shoes with VELCRO fastenings must be worn at all times.

During the summer months shorts or a red or yellow check dress may be worn (with shorts underneath).

All children must have a change of clothes kept in the cloakroom. This change may be required

- because the child may have fallen outdoors.
- children may have got their clothes wet playing at the water tray.
- children may have had a toilet accident.

Please ensure ALL items of clothing, shoes and other belongings are labelled appropriately and clearly with your child's name.

School Holidays

Parents will be notified of these in writing as soon as possible. We try to arrange similar holidays with our neighbouring schools, to facilitate parents with children attending both Primary and Nursery classes but it is not always possible to co-ordinate the closures as both schools will be involved in different development work.

Please be aware that the school may have to close during local elections.

School meals and Healthy Snacks

School meals (or Packed Lunches) are provided for children as an integral part of our Nursery day as it develops social skills and independence. Meals are cooked at Carrick Primary School in Lurgan. Application forms for free school meals are available from the office.

Each day a healthy snack is provided from 10.00am - 10.30am. The children select their snack from the buffet and then have an opportunity to sit and chat to their peers while they are eating. The children are encouraged to pour their own milk and water.

To cover the cost of the snack, we ask for a small contribution to be paid on a Monday morning. The Snack Fund pays for many items in school including snack, outings, fun activities, and new equipment. Currently it is £2.50 per week.

The buffet style snack consists of the following: -



Milk or water and a selection of:
up to 3 pieces of fruit or raw vegetables,
and 1 of the following examples toast,
crackers and cheese, pancakes, bread muffins, wheaten bread,
yoghurts, or cereal



Please do not send any food into school unless for a birthday party.

Medicines in School



Parents should note that no pupil is allowed to hold medicines. Where a child requires lifesaving medication, staff will facilitate the taking of such medication, but only if a parent supplies both written permission for its administration and detailed instruction for its administration.

Otherwise, if a child is on medication for a routine illness, staff will not administer such medication.

If a child is unwell the best place for them to be is at home.

School Contributions

Education in Gilford Nursery Unit is provided free of charge. On occasions parents may be asked to make a small contribution to cover the cost of activities.

The Charging and Remissions Policy will be applied in accordance with the EA Policy

Communication with Parents

Visiting the school

Prospective parents are welcome to visit the school but in order to avoid disrupting the ongoing activities; this should be done by prior arrangement with the Principal.

Open Day (Due to Covid 19 we are unable to hold Open Days)

This is held at the beginning of January. Parents are welcome to speak with staff and take a look at the facilities of our school.

Induction Days

Early in June we hold an Induction meeting for parents. At this meeting you will be provided with all necessary information required to help your child.

This is followed by our Children's Induction Day at the end of August, which provides an opportunity for children to meet staff and see their new classroom.



Progress Meetings with Parents and Reports



Parents are welcome to chat with staff for a short time at the beginning or end of the school day. Please make an appointment with the child's teacher if you need to speak in greater detail.

The children are assessed by staff on a daily ongoing basis throughout the year. This information is used for informal reports to parents in October, after the children have settled and again in the third term. Reports will be given in the second term as necessary.

The third term formal written reports, called a Transition Form, will be completed and forwarded to the Primary Schools to which the children are transferring to.

Whenever possible, staff will discuss ways that the child's development can be enhanced.

Further Education

The Board of Governors of Gilford Primary School realise that the information given in this Prospectus is limited and may change. Parents are very welcome to phone the school office to arrange with the principal to visit the school.

Please check the school website for further information.