

WELCOME TO THE JORDANS MONTESSORI NURSERY SCHOOL

At The Jordans Nursery School we have a skilled and experienced team of qualified staff who are dedicated to caring for your child. There is a wide range of educational and play material in our lovely bright classrooms and access to well-equipped outdoor play areas.

We do not aim to teach the children to read and write before they are ready or interested, but we are committed to providing a stimulating environment, which fosters enquiry, enthusiasm and above all provides a positive first experience of school life. Social skills are given great importance and we encourage the development of each child's understanding of themselves and those around them.

The daily timetable is carefully planned and provides a structure within which each child can work at a pace that is right for them. The children work individually as well as in small groups and the equipment is designed so that each child has the opportunity to master one stage before moving on to the next. A great deal of learning is done through imaginative play and carefully guided activities planned by the teachers.

We plan our curriculum to cover all areas of the Early Years Foundation Stage and we are regularly inspected by Ofsted. We have a fully qualified special needs teacher as part of our staff and have a policy in place that ensures we work closely with parents should a child have any special educational needs.

We are members of the Hammersmith and Fulham Early Years Development Plan, which means that after your child has passed his or her third birthday we are able to claim the Nursery Education Grant for you each term, until they leave. We are, however, required to attend four training days a year to meet the legal requirement to remain in the scheme and for this reason the school will be closed for one day each term.

We are always very happy to discuss any queries that parents may have and are available either through the school office or by email. Each class has their own telephone and email address and parents also communicate with their child's teachers this way. We also hold regular Parents' Evenings, open afternoons and fund raising events that provide parents with an opportunity to meet the staff and to see the school in action.

We look forward to meeting you.

Sara Green
Principal

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Email: jordansnursery@btinternet.com

THE AFTERNOON CLASS **(1:30pm – 4:00pm)**

When your child first attends The Jordans he/she will be offered a place in the afternoon class. The focus for these children is to ensure that they have a happy and settled first experience of the nursery school. Great significance is given to this first taste of school and our experienced staff understand the importance of making this time a very positive one for both parents and children. Activities include a wide range of stimulating and enjoyable play experiences as well as activities that encourage simple numeracy and literacy development. The children become accustomed to following simple routines and understand the importance of being part of a group within which they learn to be a part of our little world.

Depending on availability, when your child starts in the afternoon class you can choose three, four or five afternoon sessions on any day. This is arranged with the school office when your child is offered a place.

THE MORNING CLASS (9:00am – 12:15pm)

When your child is three years old he/she will move into the Morning Class. **NB: THIS IS DEPENDENT ON A SPACE BEING AVAILABLE IN THE MORNING CLASS.** Most children tend to spend two to three terms in the afternoon class and a year in the morning class but this is dependent on your child's date of birth. Children in the morning class are expected to attend all five morning sessions. The morning children continue to explore our rich and stimulating learning environment and the staff and children plan the classroom activities using topics as their inspiration. The children learn a wide range of skills through the seven areas of learning for The Early Years Foundation Stage and through the Montessori Method as described below.

Towards the end of your child's time with us we believe that it is of great importance to prepare him/her for "Big School". We believe that it is not only important for the child to have the tools that he/she needs for further learning, such as pre-reading and early numeracy skills, but more importantly that he/she is ready for, and enthusiastic towards, the whole experience of being part of a school and its community.

THE MONTESSORI PHILOSOPHY

Ethos

Maria Montessori created an approach to education that focuses on a child's innate desire to learn. She felt that a child in their early years had an enormous capacity to absorb knowledge and skills if provided with the right environment and the appropriate materials; all under the guidance of a watchful and caring teacher.

The Montessori Environment is divided into the areas as listed below, many of which overlap and interlink with The Early Years Foundation Stage.

Practical Life

These activities include such things as pouring, folding, fastening, polishing, mixing and sorting. They are designed to help the children to learn to be independent. Concentration, co-ordination, gross and fine motor skills and hand dexterity are all developed in this area and the activities are regularly changed to ensure that they remain interesting and challenging.

Sensorial Development

This area of learning develops the senses of touch, smell, hearing, vision and taste. The children learn to discriminate, appreciate and categorise through group games and individual activities.

Language Development

This is an area that encompasses many different skills. Early letter recognition is encouraged through the use of puzzles, tracing, handwriting patterns and sandpaper letters. The children are helped to develop their emergent writing skills and build up their pencil control.

Speaking and listening activities develop vocabulary and the understanding of how language works.

Enjoyment and appreciation of books and stories is fostered through a variety of auditory and pictorial work. When a

child is ready he or she is taught phonic letter sounds individually and will follow the Montessori reading scheme.

Numerical Development

As with language development, this is an area that encompasses many different skills and is very much an ongoing practical process, both at home and at school.

We use the Montessori number material, which is very logical and allows a child to develop their understanding of the concepts of numerical growth, size and quantity. The children are taught individually and in small groups for number games.

THE EARLY YEARS FOUNDATION STAGE IS DIVIDED INTO SEVEN AREAS

There are three “**Prime Areas**” and four “**Specific Areas**”. The Prime areas are; Personal, Social and Emotional Development; Physical Development and Communication and Language. The Specific Areas are; Literacy, Mathematics, Understanding the World and Expressive Arts and Design.

Prime Areas

Personal, Social and Emotional Development (PSE)

This area focuses on the emotional well-being and social development of your child. It is about developing respect for others, socialisation, personal care and fostering a positive disposition to learn. Successful personal, social and emotional development is critical for very young children in all aspects of their lives and gives them the best opportunity for success in all other areas of learning. Stories, circle time, discussions, games and role play are all part of the varied learning opportunities in this area.

Physical Education

Physical development in the Foundation Stage is all about improving skills of co-ordination, control, manipulation and movement. Effective physical development helps children to gain confidence in what they can do and enable them to feel

the positive benefits of being healthy and active. Outdoor games and playground equipment, as well as dance and movement all form part of the children's experiences in this area.

Communication and Language

Communication and Language underpins all aspects of children's learning. Children are encouraged to extend their vocabulary and fluency by talking and listening. This is through encouraging and provoking conversation and verbal interaction through stories and rhymes. The role of the teacher is crucial in engaging with the children and asking relevant questions and listening to comments whilst encouraging children to expand upon their thoughts and ideas. Specific speaking and listening activities develop vocabulary and the understanding of how language and interaction works. Teachers at The Jordans model good language positively and consistently showing enthusiasm and interest.

Specific Areas

Literacy

This is an area that encompasses many different skills. Early letter recognition is encouraged through the use of puzzles, tracing, handwriting patterns and sandpaper letters as well as identifying letter sound in familiar words. When a child is ready he or she is taught phonic letter sounds individually. This advances into 'building' reading three letter phonic words with sight words (commonly used non phonetic words) added later so that reading of sentences can begin. The children are helped to develop their emergent writing skills and build up their pencil control through a variety of practical activities and games. Enjoyment and appreciation of books and stories is fostered through a variety of auditory and pictorial work as well as dance and drama sessions.

Mathematical Development

As with language development, this is an area that encompasses many different skills and is very much an ongoing practical process, both at home and at school.

Mathematical understanding is developed through stories, songs, puzzles, games and imaginative play. Children are encouraged to experiment and investigate for themselves, whilst being guided through planned activities.

Understanding the World

In this area of learning children are developing the crucial knowledge, skills and understanding that help them to make sense of the world around them. We base activities in this area around topics which regularly change and include cultural, scientific, geographic and historical themes. We make use of a variety of resources which reflect our multi-cultural society and introduce the children to a selection of religious festivals throughout the year.

Expressive Arts and Design

This is very much seen as an integral part of all areas of the curriculum as well as an area of learning in its own right. Children are encouraged to use a wide range of resources in order to express their ideas and feelings. Dressing up and role play equipment is always available and the children are encouraged to express their ideas through free and guided play.

Paint, dough, cutting, sticking and sand are all available throughout the day and specific art projects will include a mixture of techniques and resources. The children's artwork forms an important part of displays around the school.

OTHER AREAS OF SCHOOL LIFE

Project Work

Staff and children plan topics together. Our subjects for project work regularly change and include cultural, scientific, geographic and historical topics. We make use of a variety of resources which reflect our multi-cultural society and introduce the children to a selection of religious festivals throughout the year.

Music, Drama and Dance

We encourage the children to listen and participate in musical and role play activities. The staff frequently include music and singing on a daily basis and we have a large selection of musical instruments for the children to play.

The morning group also has an additional dance class once a week with a visiting dance teacher as well as a drama session with a visiting drama teacher.

The afternoon group has a music and movement class with the visiting dance teacher.

Yoga

We have a visiting Yoga teacher once a week or the morning children who is a specialist teacher for children's yoga.

Food Technology

All the children take part in regular cooking sessions during which they participate in selecting and measuring ingredients to make simple food which they are able to take home.

I.C.T

Computer technology is a part of many areas of learning and we include the use of simple, age appropriate programmes in our curriculum which develop basic computer skills.

Session Times and Fee Schedule

From September 2015 the fees will be as follows:

(The fees are adjusted every academic year)

Nursery Education Funding

From the term after your child is 3 years old, you will start receiving the Nursery Education Funding (details below). The 15 hour entitlement is free at the point of delivery but additional hours and services are charged for. If you want the free entitlement with no additional hours or services, you can find such providers through the LBH&F Family Information Services.

Morning Class

9.00am – 12.15pm	5 sessions £2050.00
Extra hours per week:	1.25
Extra services provided:	Individual Montessori Tuition Dance Drama Yoga Music

Afternoon Class

1.30pm – 4pm	5 sessions £2050.00
Extra services provided:	Individual Montessori Tuition Dance

We are able to offer a limited number of part time places in the afternoon class and for this the fee is proportioned:

4 sessions	£1910.00
3 sessions	£1675.00

LUNCH BUNCH

Lunches and Extended Days

When your child is three years old it is possible for them to stay at school for a packed lunch or a cooked lunch provided by school (at a cost of £4. These must be booked in advance, or there will be a £0.50 extra charge). Your child can then go

home at 1.30pm after a rest or at 3pm following an afternoon of project work, art, play and stories.

These children will be working in a small group and will be separate from the younger afternoon children.

LUNCH BUNCH TEACHERS: Miss Claire/Miss Chrysanthi Timetable and Activities:

The Lunch Bunch timetable is as follows:

12:00pm - 12:15pm: Circle time in the classroom

12:15pm – 12:25pm: Storytime with one of the classroom teachers whilst other children are collected

12:25pm – 12:30pm: Children taken to Lunch Bunch (Lower Hall) to wash hands

12:30pm – 1:15pm: Lunch (includes pudding)

1:15pm – 1:30pm: Storytime/free choice

1:30pm: Hometime or Club (Please collect from Lower Hall door)

1:30pm – 2:00pm: Non-club children planned activities: art/cooking/DT/singing/games

2:00pm: Hometime for club children (if requested)

2:00pm – 2:30pm: Outside play

2:30pm – 2:45pm: Snack time

2:45pm – 3:00pm: Storytime

3:00pm: Hometime (please wait outside Lower Hall door)

Please read the notes below before booking Lunch Bunch:

1. Please book lunch bunch sessions before the first day of term.
2. Sessions can also be booked for half a term – i.e. commencing after a half term break.
3. Lunch Bunch prices are the same rate per term regardless of how many weeks are in that term.
4. When lunch bunch sessions are booked you are expected to pay for the whole term in advance. (Prices below)
5. Ad Hoc sessions can be booked at any time. Invoices will be issued at the end of every week for these sessions.
6. **It is compulsory for all children to have a cooked lunch.** Linda is returning to do the cooking and we will write a menu for your reference at the beginning of every half term. Meals will be healthy and varied and you will be notified if there are any specific issues

at the end of each lunch bunch session. Please notify the school with any dietary requirements. The children are not expected to finish the food on their plates but they are encouraged to try everything.

7. The children are encouraged to use a knife/fork/spoon. Good table manners are expected.
8. If you have paid in advance for lunch bunch but wish to change/cancel you will **NOT** be refunded. However it will be at the school's discretion to allow you to make up these sessions at an alternative time.
9. If your child is sick or absent, there will be no refund or opportunity to defer the session.
10. You must notify your child's team leader if he/she is being collected by someone else.
11. Collection times must be at the times listed above unless pre-arranged.
12. Please avoid sending too many extra 'bits and bobs' into school on the day that your child does lunch bunch.

1 DAY/WEEK		2 DAYS/WEEK		3 DAYS/WEEK		4 DAYS/WEEK		5 DAYS/WEEK	
To 1:30pm	£180.00 term	To 1:30pm	£360.00 term	To 1:30pm	£530.00 term	To 1:30pm	£700.00 term	To 1:30pm	£870 term
To 2:00pm	£240.00 term	To 2:00pm	£480.00 term	To 2:00pm	£720.00 term	To 2:00pm	£960.00 term	To 2:00pm	£1200 term
To 3:00pm	£300.00 term	To 3:00pm	£600.00 term	To 3:00pm	£900.00 term	To 3:00pm	£1200.00 term	To 3:00pm	£1500 term

AD HOC CHARGES	
To 1:00pm	£9.00/session
To 1:30pm	£14.00/session
To 2:00pm	£18.00/session
To 3:00pm	£28.00/session

NURSERY EDUCATION FUNDING

Funding Structure: Children attending 5 sessions = £624.75
 Children attending 4 sessions = £499.80
 Children attending 3 sessions = £374.85