

Bankton Primary School/



Nursery Handbook

Welcome to the Nursery Class at Bankton Primary School

We are happy that you have chosen to enrol your child in Bankton Nursery Class. Our aim is to ensure he/she is happy, safe and secure at all times. We also aim to motivate and stimulate your child's curiosity to learn and help them make sense of the world around them. Through purposeful play and active learning experiences we will help your child to progress in their skills development at the Early Level.

We hope you will find our handbook will prove useful to you during your child's stay in Bankton Nursery Class. During this time we will work in partnership with you to meet your child's needs. If at any time you wish to discuss a concern, particularly about your child's development, please do not hesitate to contact us and we will work hard to support you and resolve it.



Background Information

The Nursery Class was opened in 1993 and is situated within the Early Years Area in Bankton Primary School. We have 40 pre-school and ante pre-school children in the morning and 35 in the afternoon.

The staff consists of a nursery teacher, a senior nursery nurse, two nursery nurses and a support assistant where necessary.

The nursery is part of the larger school and children have access to music and dance activities using school facilities. This makes transition to P.1 a natural part of your child's early educational development.

The Nursery Class hours are as follows:

5 Morning sessions

Monday to Friday 8.47 – 11.20

4 Afternoon Sessions

Monday to Thursday 12.04 – 3.16

Contact Details for Nursery:

Bankton Primary School

Nursery Class

Kenilworth Rise

Dedridge

Livingston

EH54 6JL

Telephone 01506 413001



What will I do if my child is unable to attend?

Please telephone the Nursery if your child is absent due to illness or hospitalisation. If any medical problems affect your child's time at nursery please come and discuss them with us. If your child is unwell, it is usually much better for him / her to be at home rather than in a busy nursery. Very often children will say they want to come, even though they may have been sick during the night. Judge carefully, as a parent, since children do not get the best out of nursery nor are able to give their best when they are feeling unwell.

If your child has sickness or diarrhoea, the care commission advise you to allow 48 hours after the symptoms disappear before returning to nursery. Please let the nursery know if your child has an infectious illness such as chicken pox, measles, whooping cough, mumps, rubella, infective hepatitis or swine flu.

Group Call

If your child has been recorded as absent, and no prior notification of absence has been given by a parent / carer we use a system called Group Call. The school will attempt to contact you within one hour of school starting on the first morning of absence with the emergency contact number provided. This will allow school to know the child is safe with you at home and explain the reason for absence.



What would happen if my child was unwell and I was at work?

Parents / Carers must provide the nursery with an emergency contact name and number and ensure this is kept up to date. In particular, this applies to mobile phones. (Please keep your mobile switched on while your child is at nursery and update us immediately if you change your number).

The name and contact details of your local doctor must also be given to the nursery.

If a child is taken ill or has an accident at school, every effort will be made to contact the parents in the first instance. However, if parents / carers are not available then the emergency contact will be informed.