BUTTERFLIES

WELCOME

 BOOKLET

 **Butterflies welcome sheet**

Our aim is to provide a warm and welcoming environment where the children are able to feel confident in taking safe risks, expand their knowledge and personal learning experiences.

The Butterflies room has team of three main practitioners; with additional support from a lunch time assistant over the lunch period to ensure adult ratios are met, (1 to 8) with occasional help from students and volunteers.

We have direct access from the room to the outside and garden area; this allows for free flow play to the outside environment.

If your child already attends the nursery as part of the transition to Butterflies room, we will invite parents to meet the team of Butterfly practitioners during your child’s transition usually about a month prior to moving up. This is an ideal time for parents to discover what our aims are, find out what we do and discuss with your child’s needs with the new key-person.

As the main carer and educator of your child we welcome any information you think may be of help regarding your child, along with our own observations, this enables us to provide for your child’s individual needs.

We will write up regular wow moments of children on the Parent zone app, of when they have particularly enjoyed an activity. We also offer one main observation monthly, where you will get an update of their achievements and share with you things they are currently interested.

Individual creative work, or mark making and early writing and art work, also make up their learning journey folders. Please speak to your child’s key-person if you would like to discuss any elements of your child’s progress or development.

We encourage you to add anything of interest so that it gives a rounded picture of children’s interests and learning achievements.

We encourage the children in their own personal care routine, taking themselves to the toilet, washing their own hands, take own coat on and off, this is to promote independence within the room. However, each child is accommodated for individually and help will be given where needed without undermining the child’s well-being.

Activities are mainly child initiated, the lay out of the room allows for individual choices to be made so children can access all areas.

Adults will undertake activities and expand on children’s interests, encourage children to tidy away after themselves, and become more independent in their play. Play and learning is mainly child initiated but adult directed so that learning opportunities and experiences are fully supported.

Below is a guide of the rooms’ routine however we do cater for children’s individual needs as much as possible so that they are achieving and enjoying their time with us.

 **Things to remember to bring into nursery for your child.**

* Water bottle – clearly named please.
* Spare underwear/clothes
* Outdoor coat/ shoes or wellington boots/ sunhat & suntan lotion.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Butterflies daily routine.**

|  |  |  |
| --- | --- | --- |
| 8.00 | Children start arriving, put bags and coats away and put water bottles on table. | Parents engaging in their children’s day and developing independence. |
| 8.30 | Free flow snack bar with free play | Independence developing by children preparing and serving themselves .Free play allowing free choice and showing own interests. |
| 9.30 | Shake tambourine, ask the children to tidy up. (tidy up song on)Close snack bar  | Being outside for the weather chart makes the experience real as they can feel it. |
| 10.30 | Independent/ free flow with adult led inside or outside. |  |
| 11.45-12.30 | Tidy up time/ large group time for circle/music/ group story time with props.  | Toilet wash hands two dinner helpers help set up the room.. |
| 12.30 | Lunchtime. Children help themselves to seconds, and have two helpers for clearing up. |  |
| 1.00 | Garden or adult led activity |  |
| 3.15 | Tidy up and Music and Movement | Lets shake those silly’s out and feel good for the afternoon |
| 3.30 | Group snack time- snack helpers.  |  |
| 4.00-4.50 |  Free play- |  |
| 4.50 | Small group activity |  |
| Letters and sounds playing sessions including learning skills sharing, turn taking and listening games. | Letters and sounds is a program followed as the first steps toward helping the children develop their reading skills.These activities are entwined with our activities planned for throughout the week. |  |
| Island time | This is the time when the key person spends individual time with the child developing their skills and confidence. |  |
| Mathematics | Numbers, shapes sizes and all forms of mathematics will be entwined with the environment and through activities. |  |

 |

These times and routines are flexible to meet the demands and needs of

 the children, being adapted to suit throughout the day.

 ***Helping children to gain independence at***

 ***Home & Nursery***

***On Arrival:***

Welcoming parents and children.

Please hang up coats and put away with your child, encourage them to learn identity their name on the pegs. Carry out self-registration and fill your water bottle.

Please ensure that your child is met by a member of Butterfly or covering practitioner, and inform them of how your child is or if they need to be aware of anything important.

***Snack time Am: and Pm:***

Children help in preparation of cleaning tables this encourages them to identify health and hygiene standards in a simple but affective way.

They are encouraged to wash their hands before snack and help set up for own snacks. They are also given a choice of water or milk.

We encourage the children to take turns in helping to tidy away after themselves for example putting plates in sink and clearing own rubbish. Some younger children are still learning these skills so we are asking if all parents could encourage and follow on all of these tasks at home to help them gain their independence.

***Registration:***

In groups the children will welcome each other to the session. The practitioners will reinforce rules, have a discussion about the day ahead, going over Makaton signs they have been learning. This helps to keep fresh in their minds things they need to be aware of and reinforces learning opportunities.

***Independent play:***

Children need to be encouraged to use toys and natural materials correctly and safely.

Please help with this by:

When reading books at home - explain why it’s important to look after them so they do not tear or get broken.

When using ICT equipment – explain why it’s important not to pull or yank the leads so that children learn to respect equipment.

Whilst playing with toys at home talk to your child about care and respect of equipment

***Tidy up time:***

Although we are here to help them with this it is important that they learn to tidy up after themselves too, please encourage them to do so at home too.

Make tidying into a game, counting, coloured groups, using a variety boxes, or seeing who can tidy away the fastest.

Although this may end up taking longer it is beneficial in the long term. Strategies need to be changed to suit individual children, and as children start to use avoidance techniques and tactics we try out new ways to encourage this.

 At nursery and are continuously thinking of new ideas if you have any suggestions or ideas that work for you and you think will work for a larger group please let a member of the team know and hopefully we can build the children’s confidence in gaining this skill.

***Garden:***

When we go into the garden children are encouraged to put their own coats hats and gloves on and attempt to fasten them up.

(Buttons and zips are assisted by adult).

Please encourage your child by doing this at home.

Dressing and un-dressing: This is an important skill to learn ready for school, and gives them a sense of pride and achievement. If your child puts clothes on inside out give them the praise and try not to put back into correct way as we have found this can undermine them. They can then become upset as they think they have failed.

 ***Toilet and Hand washing:***

At toilet time the children are encouraged to care for themselves regarding hygiene, however a member of staff will also be available to encourage if they request it. Some children are a little shy and do not wish for an adult to do this for them and this can sometimes lead to soiled underwear, obviously this is not nice and may cause soreness. Please help encourage your children by allowing them to clean up after themselves at home.

They are encouraged to clean hands thoroughly.

 ***Dinner time:***

We have a lunch time assistant who helps serve the children, if the children want to they are encouraged to help with daily jobs of washing the tables, putting cutlery out and setting out chairs for all the children. Our lunch time assistant serves the children their first dinner ensuring all dietary requirements are met and portions are of a correct size. Salad or vegetables are put on each table for the children to serve themselves; the children are encouraged to cut their own food (practitioners assist when needed) and use their knives and forks correctly but comfortably. The children are also given an open top cup to drink from and to pour their own drinks or serve each other.

Flannels are provided after meal time to clean their own faces and hands and children are encouraged to ask if they may leave the table.

They then put away their own flannels and chairs.

Encouraging these tasks at home will help them to learn that this is an everyday routine not only at nursery but also at home.

This will help them to gain confidence and has been known to encourage those who tend not to eat certain foods to try them and find out that they actually like them, dishing up a portion they are happy with lets them try this at a pace they are confident with so they are not overwhelmed by large portions.

Although we know it may take longer to get the chores done, you may wish to encourage some of these activities at home by occasionally letting them help with things such as:

Serving up dinner/tea snacks; Washing up; (safe items) Putting washing in washing machine/Dryer etc; Helping clean work tops, tables, and table mats.

***Collection of your child:***

Please ensure a member of the team has spoken with you about your child or has acknowledged you have taken them. Help your child put their photo card away and collect their coats, bags and water cups.

We ask that you empty your child’s tray on a regular basis; it will be an ideal opportunity to look at what they have made that we didn’t have room to display, and by giving praise when collecting their work it encourages those who find it more challenging or have little interest in arts and crafts.

Please remember to collect all items of interest as they will go missing if left at Nursery.

You may think when reading all of the above that the points that we have made are all obvious and are probably being carried out when at home already, but this is just a little reminder of what we are working towards with the children but to achieve them we need you to help reinforce them at home too.

We all have moments including ourselves when we’re in a rush to get out of the house/nursery and find it quicker to do things for the children ourselves but this is a habit we need to try and avoid because by doing it for them we are restricting their achievements. So please could you support us to help your children and try out all the targets we have made.

Please do not bring in toys unless agreed or for a particular reason as it can cause upset if they get broken or lost. Information about meals are on the Parent Zone app.

Please feel free to share observations with us too.

***Butterflies team would like to thank you for taking the time to read this and we look forward to working with you all to help the children enjoy their time with us. ☺***

**Early Years Teacher**

 **Senior Practitioner**



**Jamie**

**First Aider**

**Early Years Practitioner Early Years Practitioner**

**Chloe Caitlan**

 ** **

**Early Years Practitioner**

**Megan**

****

**Lunchtime Assistant**



**Lyn**