

WELCOME

TO LITTLE LEARNERS!



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Welcome booklet 2026-27

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Welcome to Little Learners



Little Learners will be your child's first experience of a school setting and it will help them to make a smooth transition into Nursery

We aim to provide high quality education and play-based experiences by:

- Working in partnership with parents
- Laying a firm foundation for learning
- Providing a carefully structured curriculum which builds upon what children already know and can do
- Providing a well-planned and organised play environment which is rich and stimulating
- Emphasising the enjoyment of learning and encouraging a positive attitude.
- Ensuring that all children feel secure and valued

Hours

Our staff are fully qualified in accordance with the EYFS welfare requirements. Little Learners caters for boys and girls between the ages of two and three years.

Little Learners sessions are Monday to Friday:

Morning sessions

8.40am – 11.40am

Afternoon sessions

12.15pm – 3.15pm

Little Learners session/routine

Little Learners sessions are busy and full of fun activities. We carry out a simple registration at the beginning of every session. Children then have the opportunity to have free access to activities and experiences including daily access to outdoor learning. They have group time with their key worker who take small groups for activities.

Transition into Nursery

Although the transition into Nursery from Little Learners is a simple and smooth process, parents are expected to complete a Nursery application form.

These are available online at bothalprimary.co.uk/admissions or centralprimary.co.uk/admissions or by collection from the School Office.

Admissions into Nursery take place in the autumn term but if places are available, admissions will also be made at the beginning of the spring and summer terms, provided this is the term following a child's 3rd birthday.



Ethos and values

Our values underpin our expectations of relationships, behaviour and conduct. They inform the choices we make and provide a moral compass to guide us as citizens.

Respect is our foundation. Before a child can learn, they must feel seen, heard and valued. The way we treat one another creates the safety that allows trust to grow — and it is in that trust that learning truly begins.

Integrity anchors us. We do what is right. We model honesty, fairness and professionalism because our children deserve adults of character, and our colleagues deserve consistency and reliability.

We provide certainty through **clarity** — clear expectations, shared direction and consistent practice. When pupils and staff feel confident in what is expected, extraordinary things happen.

Our purpose is simple and unwavering: Every child deserves to thrive — not by chance, but by design.

To achieve this, we build our culture around **six core values** that guide every decision we make.

We cultivate **belonging**. Every child and every member of staff should feel: I matter here. I am part of something meaningful. When people feel they belong, they give their best — not because they must, but because they want to.

We **champion growth** as a mindset. We believe everyone can improve — and continue to improve. We embrace feedback, reflection and curiosity, stretching ourselves and our pupils beyond what they once thought possible.

And finally, we pursue **excellence**. Not perfection, but excellence in effort, relationships, ambition and practice. The children we serve deserve nothing less.



The EYFS curriculum

The EYFS Curriculum comprises seven areas of learning.

Three Prime Areas:

- Personal, social & emotional development
- Communication & language development
- Physical development

Four Specific Areas:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts & design

We plan both adult and child led activities to build upon previous learning and to develop each child socially, physically, emotionally and intellectually.

Play

Play is the cornerstone of EYFS and throughout the year your child will be involved in:

water play | sorting | sand | outdoor play | making things | reading
pretending | investigating | visits and visitors | looking at books | puzzles
games | drawing | technology | engineering | mark making | listening to
music | construction | listening to stories | talking and listening | climbing
paint | counting | planting things | baking | role play | working together
learning to share | making music | making up stories



Partnership and communication with parents

We are committed to developing strong partnerships with parents and welcome opportunities to learn from you to give us a better understanding of your child.

We aim to involve parents effectively in the life of the school and give you many opportunities to contribute both within school and at home, so that together we may provide your child with the best possible education.

We aim to keep you informed about school through:

- Induction meetings for parents of new Little Learners children
- Information packs for parents of new starters
- Seesaw
- Two year progress check
- Weekly school newsletters
- Half termly 'Stay and Play' sessions
- School website
- Noticeboard
- Informal feedback
- Formal verbal feedback when necessary

Assessment and reporting

We make ongoing assessments of the children's learning and we use this information to ensure that future planning reflects their needs.

A range of assessment methods are used such as observation and interaction with the children.

When your child is aged between two and three, we will review their progress, and provide you with a short written summary of your child's development in a number of areas. This progress check will identify your child's strengths, and any areas where his or her progress is less than expected.

Your child's Health Visitor will often be consulted during this process.

If you have any concerns about your child's progress, or need to talk to their teacher for any other reason, you should not wait for a formal parent consultation. Please arrange to see the class teacher at an early stage, preferably at the end of the school day.

If there is any matter that the teacher cannot resolve, we will arrange for you to see the Early Years Leader or a member of the Senior Leadership Team.

Seesaw

As part of our continuous remote learning offer, we use Seesaw to give you an insight into your child's learning at school and to set activities you can do with your child at home.

You will receive more information about this once your child is part of our school community. Support tutorials can also be found on our school website.

Reading at home

Your child will be able to choose a storybook to take home each week.

Please read this book to your child each day so that they become familiar with the story and can start to join in with any repeated words or phrases.

You will see lots of our favourite books popping up in your child's book bag, but if you have a favourite, please let us know and we will try our best to send it home.

We are sure you will spot lots of the stories you know and love from your own childhood.

School Health Service Collaboration

The School Health Service has worked with us to ensure that all children in school are offered immunisation, health surveillance, advice and support.

To do this we supply a list of all children attending school. This is used to provide programmes such as hearing and vision screening.

We are required to ensure that parents are aware that we give your child's name, date of birth and address to the School Health Service for this purpose.

You will receive more information about this and about Data Protection once your child has joined our school.



General organisation

Behaviour

We are a Thrive school. We have a caring ethos, aiming for all children and adults to feel valued and involved. We aim for self-discipline, tolerance, honesty, trust and fairness.

Our approach to behaviour management is positive, based on high expectations, fostering self-esteem, giving increasing responsibility, recognising and rewarding good effort and good behaviour from all children.

We operate a non-violence policy where children are encouraged not to hit back if another child hits them but to inform an adult to resolve the situation.

We ask for parents' support with this at home to reinforce our policy.

Anti-bullying: information for parents

All children have the right to come to school knowing that their physical safety and mental well-being are being protected.

What is bullying?

- It is deliberately hurtful behaviour, which is repeated over a period of time.
- It may be directed at an individual or group.
- The perpetrator(s) may be an individual or group.

What forms can it take?

- Physical - hitting, kicking, taking belongings.
- Verbal - name calling, insulting.
- Indirect - excluding someone from a social group, spreading nasty stories, tormenting.

Anti-bullying education is an important part of the school's social, moral, spiritual and cultural education for all children in the EYFS and beyond.

We encourage parents to discuss issues with your child's key worker where your concerns will be dealt with swiftly should you feel your child has been a victim.

The Anti-Bullying Policy is available on our website.

Absence and punctuality

Regular attendance is vital if pupils are to achieve their full potential, both socially and academically.

Punctuality is also very important, as the late arrival of children can be extremely disruptive to the routine of the school day.

If your child is going to be absent from school for any reason please contact the school office to notify us.

There is someone in the office from 8am. Please contact the school by telephone or email. If the reason is medical, please consult the school's advice leaflet detailing illness and absence periods (Appendix 1).

CONTACT

Bothal Academy
t. 01670 812324
e. bothal@wiseacademies.co.uk

Central Academy
t. 01670 810570
e. central@wiseacademies.co.uk

Holidays in term time

From September 2009, Bothal and Central Academies ceased to authorise any holidays in term time unless there were exceptional circumstances.



Entrance to Little Learners

All children must use their designated entrance, in the Little Learners yard; these doors will be unlocked at the start and end of each session and will remain unlocked for ten minutes only.

This door will remain open for ten minutes only at the beginning of the session. All late arrivals will need to use the main school entrance.

This is part of our school security procedure to ensure the safety of our children and staff.

We ask that your child is brought to school and collected by a responsible adult, aged 18 and over. If your child is to be collected by someone other than a person specified on the data collection list, please let staff know at the beginning of the school day.

Parents must collect their child promptly at the end of their session. If a parent is unavoidably delayed due to circumstances beyond their control they should make all efforts to contact the school.

Non-collection of child procedure

If a child is not collected and a parent has not made contact, the school office will make every effort to contact the parents via their work, home and emergency contact numbers on their data collection form.

If no contact has been made with the parents by one hour after the end of the child's school day, then a

member of the Senior Leadership Team will contact Children's Services.

It will be the role of Children's Services to find a responsible person to look after the child.

School staff will remain on site until the child is collected either by the parent or Social Services.



Charging policy

Some activities to stimulate and extend the curriculum, such as visits to different localities and places of interest, incur transport and entrance costs.

Parents are asked to make a contribution which covers the cost of travel and insurance, and, where appropriate, entrance fees. The Charging Policy is available on the school website.

Health & Safety

To manage security, we need the awareness and support of the whole school community, including parents. Please close doors securely, to ensure that our security system is operational.

All visitors during the school day, including parents, must use the main entrance and sign in at the reception. Visitors should sign out upon leaving the building. The safety of all children in school is, of course, the highest priority. Children are well supervised throughout the day.

The majority of our Learning Support Staff and Mid-Day Supervisors are qualified in First Aid.

At the end of the school day, in the interests of safety, parents are asked to wait for and to collect their child within the school gates. We ask for your co-operation to make sure that road accidents do not happen as children leave the building. We have two School Crossing Patrols and the children are encouraged to cross with them. Indiscriminate parking near the school is dangerous.

In the event of a child becoming ill or having an accident in school, the school will need to contact parents quickly.

You are asked therefore to give an emergency telephone number where you can be reached. It is vitally important that, should this change, you inform school staff immediately.

Annually, parents are asked to update information on medical conditions e.g. asthma, epilepsy, allergies.

Medicines should not be brought to school (medicine can be given before the start of school, at the end of the school day and at bedtime). If a fourth dose is required parents should come to school during the lunch break.

However, if this is not possible prescribed medication can be administered by staff at the school's discretion.

In the case of children who suffer from a chronic condition such as epilepsy or asthma which require medication to be stored on the premises, please inform us by requesting and filling in a medication form, obtainable from the office. Inhalers must be labelled.

The Medication Policy is on the school website.

Drinks and snacks

Children who are under five years old for the full term are entitled to free milk.

Children are encouraged to drink plain water throughout the school day and may bring a sports style named water bottle to school each day. To protect young teeth, we do not allow fruit juice, squash or carbonated drinks inside of water bottles.

We provide Little Learners children with a snack each day. We have a healthy snack menu where children are able to choose from a choice of two snacks each day.

If your child suffers from any known allergies, we will accommodate this.

School uniform/suitable clothing

Children in Little Learners do not wear a school uniform although children are welcome to purchase and wear a school jumper, available from emblematic.co.uk. Children receive a free school jumper when they start.

Children need to wear clothing that is suitable for all weathers and appropriate for all activities. Young children love to get messy and during time in Little Learners we experience lots of messy play including paint, mud and water.

It is very important that children are encouraged to manage their own dressing and undressing from a very early age. Please support your child in learning the skills needed to manage their needs as independently as possible. Please ensure that your child's clothes are easy to remove to aid independence in toileting.

The children play outside every day so please make sure they have a named coat with them at all times and sensible shoes to allow them to take part safely in physical activities.

In the summer months they will also need a sun hat and you may need to put sunscreen on them before bringing them to school.

Children also need a named pair of wellingtons to keep in school, as they will change into these for outdoor learning.

Children in Little Learners should not wear any jewellery.

No responsibility can be accepted for any items or valuables which may be lost or damaged in school. No piercings of any description are allowed.

Hair

We encourage the 'tying back' of long hair at all times but insist on it in practical or physical lessons for safety reasons.

Hairstyles should not be 'extreme' with drastic colour changes, shaved patterns, etc.

Special Educational Needs and Disabilities (SEND)

Parents are encouraged to let the school know if they are at all worried about any area of their child's development.

All information is confidential; the school does not consult agencies outside the school without prior consent from parents.

At every stage of our work within Special Educational Needs, parents are kept fully informed and are invited to attend regular review meetings to discuss their child's progress.

Further information

This handbook is intended to answer most questions parents are likely to ask, but if there are any areas that are unclear, or if you would like further information, please contact the school office.

Lots of information about our school can be found on the school websites:

bothalprimary.co.uk
centralprimary.co.uk



APPENDIX 1 – List of illnesses and absence periods

Infection or complaint

Athlete's foot
Chickenpox
Cold sores, (Herpes simplex)
German measles (rubella)*
Hand, foot and mouth
Impetigo

Measles*
Molluscum contagiosum
Ringworm
Roseola (infantum)
Scabies
Scarlet fever*
Slapped cheek/fifth disease
(Parvovirus B19)
Shingles
Warts and verrucae

Recommended period to be kept away from school

None
Until all vesicles have crusted over
None
4 days from onset of rash
None
Until lesions are crusted and healed, or 48 hours after starting antibiotic treatment
4 days from onset of rash
None
Exclusion not usually required
None
Child can return after first treatment
Child can return 24 hours after starting appropriate antibiotic treatment
None (once rash has developed)

Exclude only if rash is weeping and cannot be covered
None

Diarrhoea and vomiting illness

Diarrhoea and/or vomiting

E. coli O157 VTEC Typhoid* [and
paratyphoid*] (enteric fever) Shigella
(dysentery)

Cryptosporidiosis

24 hours from last episode of diarrhoea or vomiting

Should be excluded for 48 hours from the last episode of diarrhoea.
Further exclusion may be required for some children until they are no longer excreting.

Exclude for 48 hours from the last episode of diarrhoea.

Respiratory infections

Flu (influenza)
Tuberculosis*
Whooping cough* (pertussis)

Until recovered
Always consult your local PHE centre
5 days from starting antibiotic treatment, or 21 days from onset of illness if no antibiotic treatment.

Other infections

Conjunctivitis
Diphtheria *
Glandular fever
Head lice
Hepatitis A*
Hepatitis B*, C*, HIV/AIDS
Meningococcal meningitis*/
septicaemia*
Meningitis* due to other bacteria
Meningitis viral*
MRSA
Mumps*
Threadworms
Tonsillitis

None
Exclusion is essential. Always consult with your local health professional.
None
None
Exclude until 7 days after onset of jaundice (or 7 days after symptom onset if no jaundice).
None
Until recovered
Until recovered
None
None
Exclude child for 5 days after onset of swelling.
None
None

* denotes a notifiable disease

Rashes & skin infections: children with rashes should be considered infectious and assessed by their doctor.

