



# Newton British School Al Waab

## Parent Handbook

### Early Years Foundation Stage





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## Welcome to the Early Years Foundation Stage

### Newton British School Al Waab.

Students at Newton British School Al Waab are encouraged to strive for excellence in the work they do in the classroom, the relationships they build and the behavioral choices they make. The Early Years are a critical part of their education where children learn through play and prepare for their educational journey along with developing their values and attitudes. Our school staff are committed to providing an excellent learning environment that will enable your children to learn and grow as they develop a lifelong love of learning.

We are delighted to be taking a lead role in your child/children's educational journey alongside you. We endeavor to work closely and collaboratively with all parents to ensure that we can help each student to achieve their potential. In doing so, we know that our learning community will grow even stronger with your involvement and support. We look forward to working in partnership with you to ensure your child has an exciting and positive start to her/his school life.

Our aim is to provide your child with a safe, stimulating and caring environment. We have an enthusiastic team of staff who are trained specifically in Early Years Education and have a sound understanding of how young children develop and learn.

We pride ourselves on the pastoral care we show all children and we welcome you to become part of that caring partnership. It is of paramount importance that effective working relationships are formed between parents and staff.

The purpose of this handbook is to answer some of the questions that you may have and to give you relevant information, as clearly and concisely as possible. Any concerns, questions or issues that you may have, please do not hesitate to discuss them with your child's teacher, or the Coordinator.

We wish you and your child an exciting, happy and successful time at Newton British School Al Waab. Together we can **'celebrate success'**.

Yours Sincerely

Ms. Keana Penney

Early Years Coordinator

Email: [eyfscordinator.nbsalwaab@newtonschools.sch.qa](mailto:eyfscordinator.nbsalwaab@newtonschools.sch.qa)



### The Newton Vision

An international community of learners striving for excellence and celebrating success.

### The Newton Mission

“We aim to provide the highest quality of education possible for our students of all abilities. In doing so, we aim to positively encourage each student to achieve academic excellence, enjoy creative diversity, develop critical thinking skills and become lifelong learners and responsible citizens.”

### The Newton Values

RESPECT	Self- respect, respect for students/ staff/ parents and respect of personal and community property
HONESTY	Honesty in all our actions
TRANSPARENT COMMUNICATION	Open and effective communication among students, staff and parents
EMPATHY	Understanding and appreciation of the feelings of others
SUPPORT	Support the development of each individual to his/her fullest potential
DIVERSITY	Appreciation of all languages, traditions, religions and cultures
SOCIAL RESPONSIBILITY	Development of responsible citizens through community service
PERSONAL ACCOUNTABILITY	Highest personal commitment to taking responsibility for our actions



### Newton British School EYFS Aims

At NBS Al Waab EYFS Department, we adhere to the guidelines of the latest 2021 Early Years Foundation Stage Curriculum. (Please see below)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/942421/EYFSP\\_Handbook\\_2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/942421/EYFSP_Handbook_2021.pdf)

We are committed to providing a solid foundation in all seven areas of learning mentioned in the EYFS (Early Years Foundation Stage, which is the British Curriculum for the Early Years), through well planned, rich and stimulating experiences.

#### *We believe that every child has the right to:*

- Feel included, secure and valued
- Be happy, healthy, enthusiastic and confident
- Be courageous and take risks, challenging themselves and each other
- Know they have a voice, feel heard and that they can make a difference
- Be able to identify and communicate their own needs and feelings
- Respect themselves, each other, their communities and environment
- And above all, develop a lifelong love of learning



*To enable this we will:*

- Offer a stimulating, safe, welcoming and playful environment, inside and outdoors
- Ensure every child has access to all the areas of learning within the EYFS and is developing and progressing at their own pace
- Make careful observations in order to support and extend children's learning appropriately
- Encourage the development of self-respect, respect for others and the world around them
- Promote healthy lifestyles.

*We will demonstrate our commitment to this by:*

- Ensuring all staff have access to high quality on-going professional development
- Maintaining professional integrity, high standards and being effective role models
- Listening, reflecting and continuously improving on our previous best



## Communication

### Newton British School Al Waab: Sports City Street Doha

<b>School Office</b>	<b>+97444472427</b>
<b>Mr Conor Hayes Principal</b>	<b>conor.hayes@newtonschools.sch.qa</b>
<b>Mrs Katherine Elmalem Head of Primary</b>	<b>katherine.butt@newtonschools.sch.qa</b>
<b>Ms Keana Penney Early Years Coordinator</b>	<b>eyfscoordinator.nbsalwaab@newtonschools.sch.qa</b>
<b>Ms Ghadeer Khoury Manager – HR and Parent Liaison</b>	<b>ghadeer.khoury@newtonschools.sch.qa</b>
<b>Ms Lucy Allen Foundation 2 Team Leader</b>	<b>f2b_nbs@newtonschools.sch.qa</b>
<b>Ms Rachael McGee Foundation 1 Team Leader</b>	<b>f1g_nbs@newtonschools.sch.qa</b>

## Information / Parent Meetings

Good communication is key and something we endeavour to promote here at NBS Al Waab. At the beginning of the year, parents are invited to attend a ‘Meet the Teacher’ morning, where staff will present their aims for the academic year. Parents will have an opportunity to ask questions of teachers and find out about the learning objectives for the year. Coordinators, Team Leaders and Senior Management will be present at these meetings to answer any queries you may have. ‘Parent Teacher Interviews’ are held each term. These are an important time to discuss your child’s progress. Please ensure that you attend these meetings. However, if you wish to meet with teachers at any other time, you are more than welcome to do so. We do ask that an appointment be made by telephone, email or class dojo so that the teachers are available for the consultation. Teachers cannot be disturbed during their teaching time. You may also meet with the Team Leader or Coordinator by making an appointment at the Reception desk



## Class Dojo

The majority of communication is done by teachers using Class Dojo. We strongly encourage you to use this app as a way of keeping in contact with your class teacher. The teacher can also post photos and updates to individual parents and the whole class on Class Dojo. At the beginning of the year, you will receive information from the class teacher about Dojo communication and how it helps parents keep up with what is happening in class.

Class teachers will provide login details to each student.

## Emails

It is very important to provide us with your email address at the beginning of the year, as it allows us to communicate with you effectively and instantly. Please remember to keep us updated if you change your email address during the year.







## The School Day and Registration

The school day starts at 7:00am and ends at 12:30pm for both Foundation 1 and 2 children. Registration will be until 7:30am. Any child that arrives after this time should report to the reception desk to collect a green slip which they must give to their teacher. It is important that your child arrives on time for the start of the school day so they do not miss out on valuable teaching and learning time. We also find that EYFS children often find it more difficult to settle when arriving late as walking into a classroom where children have started their daily routines can be quite daunting.

If you wish to collect your child before 12:15pm you will need to collect an Early Release slip from the reception desk to give to the teacher.

There are two breaks times for the children to eat and play.

## School Uniform

Please ensure that your child is dressed in the correct uniforms. School uniform for the EYFS is as follows:

<b>Girls</b>	<b>Boys</b>
McKenzie pinafore	McKenzie shorts
White shirt with a Newton logo	White shirt with a Newton logo
White/navy socks School sweatshirt/fleece jacket (available term 2)	White/navy socks School sweatshirt/fleece jacket (available term 2)
Plain, flat black leather shoes with no motif. No trainer styles.	Plain, flat black leather shoes with no motif. No trainer styles.



## Key procedures

### Dropping and collecting children

Children **MUST** be dropped off and collected by an adult, who is authorised by the child's parent/s.

Children in the Early Years must be dropped off and assisted to their classrooms of a morning and collected from their classrooms of an afternoon.

If you are late arriving to collect your child they will be cared for in the After School Care area until 1:50pm. (Please refer to the After School Care policy for further information.)

Buses are organised via an external company. All information and contact details can be provided by the school office.

Parents and drivers are asked to be extremely vigilant and cautious when dropping off and collecting their children.

We encourage all parents to practice **ROAD SAFETY** and would encourage you to ensure your child wears their seatbelt whether seated in the front or back of your vehicle. Infants should be safely seated in a child car seat.

### Security and Visitors to the School

All visitors to the school must obtain authorisation to enter the school from the security staff.

Visitor's details will be entered into the Visitor's Book and a visitor's badge will be given to be clearly displayed.



### Absence and Late Procedure

Children who arrive after 7.30 am must report to the reception where they are given a 'Late Slip'. They must give the slip to the teacher to enter the classroom.

If you are planning for your child to be absent on a specific day, please inform the teacher. You will be asked to fill in a 'leave request' at the reception. If it is for a medical reason, please provide a medical certificate as soon as it is available.

If the school has not heard from a child who has been absent, the school will call the parents on the 3<sup>rd</sup> day.

Students who regularly miss days, often have problems catching up with work and tend to become frustrated.

The number of days late and absent is recorded in the child's termly report.

### Accidents and Sickness

If a student is ill or injured during the day, the school nurse will assess the child and will contact parents if necessary. If your child needs to receive medication throughout the school day, this must be given to the school nurse. Please assist the school by making sure that we have up to date medical information regarding your child.

Please do not send your child to school if s/he is ill or has a temperature. Notify the school nurse or school reception immediately if your child contracts a contagious illness. The child cannot return to school unless a medical certificate is provided. If a child is taking medication, please inform the nurse in the building. The following table gives the exclusion periods for some common illnesses.



## Toileting

All children enrolled in the Early Years should be independent with their toileting. Children in nappy or pull ups will need to be toilet trained before attending. If a child is not independent they will be requested to spend time working on this at home. They will be able to return to school once they are independent with their toileting.

## What to send to school

- Back Pack wheelie bag
- Water bottle
- Two Healthy snacks
- Hat
- Change of clothes in case of toileting accidents

**Please label all items clearly**

## Healthy Eating

Please ensure that your child brings enough food to school for two snack breaks.

It is also of utmost importance that you send well balanced and nutritious snacks such as sandwiches, fruit, cheese, crackers etc...

Items such as sweets and chocolates are not recommended.

Healthy Eating Days will be held during the school year to educate students about the adverse effects of unhealthy food and drinks and to encourage a healthy life style.



Please refer to the following link for suitable lunchbox suggestions

<https://www.superhealthykids.com/recipes/50-packable-school-lunch-ideas/>

## Birthdays

We enjoy helping your child celebrate their special day. However, please bear in mind that we are not able to accommodate parties. A cake and juice to share is perfect. Individual cupcakes are a wonderful idea.





## Settling your child into school

We understand that the first days of school can be difficult and unsettling for both you and your child. It is not always easy for a child to separate from their parents.

A child who is anxious and unhappy will have difficulty settling to learn. Equally, a child will sense when a parent who is anxious and uncomfortable with the new setting and this in turn will have impact on the child's ability to settle in. For that reason, it is important for parents and staff to work together to help the child feel confident and secure in their new setting.

A settling-in period should be a gradual introduction of the child to the setting. A gradual withdrawal of the parent's presence is easier for the child and the parent to manage.

To help you and your child settle into school we suggest the following:

Before their first day at school, talk about school and all the fun and interesting things they will be able to do every day, as well as the new friends they will play with.

It is extremely important for your child to see that you trust their teacher. Your child looks to you for guidance and security and will feel a lot more comfortable when he/she sees that you are comfortable and happy for them to stay with their classroom teacher.

Staying with your child in the class and then leaving him/her for short period eases the separation process. Please remember, the more your child comes and experiences the activities on offer and sees you interacting with the staff, the more settled she/he will feel.

Most importantly, always reassure them about the fact that you will be back to pick them up and if anything happen the teacher will call you and you will come immediately.

There may be a time when your child is extremely distressed and their teacher will ask you to leave. Please be assured that your child is safe and nearly always calm down after you leave. We have extremely experienced teachers who have dealt with these situations many times.

Please be on time when dropping and collecting your child from school. It is a very important part of the settling process for your child to know that he will be collected from school. Children find it particularly distressing when they see other children being collected by their parents while they are waiting for your arrival. This allows them to be relaxed during the school day as they know they will be collected.

Be consistent in their attendance. Children need to develop a school routine to help with their settling process.

Talk to your child about his/her school day. By showing an interest in their day, you are showing him/her that you value their learning and school day.



## EYFS Curriculum

**Learning through play** is a term used in education to describe how a child can learn to make sense of the world around them. **Through play** children can develop social and cognitive skills, mature emotionally, and gain the self-confidence required to engage in new experiences and environments. **Learning through play** is one of the main ways in which children learn and develop. **Play** helps to nurture imagination and give a child a sense of adventure. Through this, they can learn essential skills such as problem solving, working with others, sharing and much more.

We follow the Early Years Foundation Stage curriculum (EYFS) which supports the children to achieve Early Learning Goals by the end of their Foundation 2 year. All areas of the Early Years Foundation Stage (EYFS) curriculum are provided daily in both independent and adult supported learning experiences.

We aim to provide the most inspirational environment possible in order for each child to explore, experiment and problem solve.

We provide an environment where staff continuously observe and monitor each child's individual needs and are trained specifically in how to move learning forward.

### Areas of the EYFS Curriculum

- Personal Social and Emotional Development
  - Communication and Language
    - Physical Development
      - Literacy
      - Mathematics
    - Understanding the World
    - Expressive art and Design





## Parent Partnerships

Strong Parent Partnership - the key to your child's success. There will continue to be many ways that you can support your child in their learning once they have started school. We are keen to build a strong partnership between yourselves as parents and all the staff involved in the care of your child. We value the support that parents and families provide from home. It enriches your child's learning and helps them achieve the best that they can.







## What can I do to help my child with their language, oracy and early reading skills?

- Share books together regularly. Help your child to choose exciting, attractive picture books. Make this time very special in a cosy atmosphere.
  - Point out words all around you - look at signs in supermarkets, shops, on posters etc.
    - Say/sing nursery rhymes together.
    - Help your child to recognise their name.
    - Let your child see you enjoying various types of reading.
  - Write things with your child and encourage them to read it back to you e.g. the writing of your shopping list etc.
    - Share tape/CD stories and books.
  - When looking at letters, focus on the sound they make rather than its letter name.

### How can I share a book with my child?

- Show your child how to hold a book properly.
  - Before reading the story, get a “feel” for the story by talking about the cover.
- Look at the illustrations and talk about them. This will help your child to understand what the story is all about.
  - Let your child hold the book and turn the pages.
- Don't worry about reading a story many times if you both enjoy it. This will help your child to remember the story and recognise some of the words.
  - Allow your child to “read” the book to you by talking about the pictures.
    - Read books with catchy rhymes.
  - Reading exciting stories will encourage your child to find out what happens next.



## How can I support my child's mark making and early writing?

- Help your child by giving lots of opportunities to draw, colour and experiment using all kinds of stationery and materials as this will aid your child's enjoyment in the activity.
- Writing need not be sitting at a desk with pen and paper at such a young age but instead engaging with physical involvement of activities such as drawing on an outdoor floor with chalk or water.
- Offering a purpose for writing can also be a good motivator, for example, writing a letter to relatives or friends can be very exciting especially if your child receives a reply!
- Allow your child to experience writing unaided. This “writing” will normally only be mark making (lines and squiggles!) but your child will know what they have “written” and this should be valued.
- Encourage your child to tell you about their writing and be active in demonstrating the writing process. Mark making is the beginning of the writing process and can be made fun in a wide variety of ways using a bit of imagination!
- It is important that good writing habits are established at an early stage. If your child wants to write their name then this is an excellent skill to promote in the lead up to starting school, however remember that the only capital letter should be the first letter.
- You can try and promote good, clear handwriting by teaching your child where each letter should start and finish.





## How can I support my child's mathematical understanding?

Mathematics is all around us and there are many things that you do during the day that can encourage your child to count, recognise numbers, measure and look at colours, shapes and patterns:

- Counting rhymes are great fun and contribute to other areas of learning.
- Spot numbers as you walk along e.g., door numbers and number plates.
- Who can count to the biggest number? Count the number of steps to the car, home, end of the road. ● Count apples when you buy them in the shop
  - When out shopping ask children to think about which costs more and which costs less.
- Can you share the Lego bricks equally between your soft toys? Can you make sure teddy has more and doggy has less – tell me how you will do this?
- How many forks will we need to set the table? Will we need more, less or the same number of knives?
- Look for shapes all around the house and notice the patterns in material, wrapping paper etc.
  - You could even practice writing numbers!

