

Holy Rosary Nursery School

Prospectus

September 2022



Principal's message

May I take this opportunity to welcome you to Holy Rosary Nursery School and thank you for considering our happy, family-orientated and caring school. This prospectus aims to give you some information about our nursery school, together with a sense of what a fun, happy, engaging environment Holy Rosary Nursery School is.

I hope you get a sense of the strong community atmosphere within our school. Holy Rosary Nursery School has been at the heart of the community for the past 41 years and when your child begins Holy Rosary Nursery School, we don't just enrol your child, we enrol your whole family!

If you have any further questions on any aspect of our nursery school, please get in touch and I will be happy to answer them.

Mrs Sarah Morrison
Acting Principal



Mission Statement

We aim to create a happy, safe and secure environment in which staff will encourage children to fulfil their intellectual, spiritual, physical and emotional potential. We aim to establish a community where pupils, teachers and parents enjoy a sense of belonging and share a responsibility for positive learning. Central to the school ethos is a commitment to Christian values and recognition of the value of each child.



Aims

1. To provide a relaxed and caring environment where children feel happy and secure.
2. To provide a curriculum which will promote intellectual, social, emotional, physical and moral development and prepare children for their next stage in education.
3. To give each child opportunities to be successful.
4. To help each child develop self-respect, self-confidence, self-discipline and independence.
5. To help each child develop respect for others and for the property of others.
6. To provide a variety of experiences that will make learning exciting thus developing a positive attitude to school life.
7. To help children appreciate their environment.
8. To encourage the active involvement and interests of parents in school life.
9. To provide links with other schools and the wider community.



General Information

Principal: Mrs Sarah Morrison
(Acting)

Address: Sunnyside Crescent,
Belfast,
BT7 3DB

Tel No: 028 90491314

E-mail: holyrosarynurseryschool@hotmail.com

Web site: www.holyrosarynurseryschool.com

Further information about the application process is available from the Education Authority website www.eani.org.uk or on our school website www.holyrosarynurseryschool.com



History

Holy Rosary Nursery School is a Catholic Maintained Nursery School situated just off the Ormeau Road. The purpose built nursery school was built in 1980 to serve the needs of the pre-school children living in Holy Rosary Parish. It accommodates 52 pupils on a full time basis.

We follow the NI Curricular Guidance for Pre-school Education and this is planned and delivered by highly experienced fully qualified teachers, and ably assisted by professional nursery assistants. All staff are early years specialists.

Every year our pupils transition to a number of Primary Schools within South Belfast including Holy Rosary, St Michael's, St Bernard's, St Bride's, Rosetta, Forge, St Ita's and St Joseph's and Stranmillis.

Holy Rosary Nursery School has developed longstanding, strong and successful links with the community and other agencies, namely parents, clergy, local schools, playgroups and day nurseries, libraries, and community associations.



Our Learning Environment

Each year we can admit 52 children; 2 classes each with 26 children. All staff in Holy Rosary Nursery School are highly qualified early years specialists. Each class is taught by 1 qualified teacher who has specialised in Early Years and is experienced in working with young children and is supported by an experienced nursery assistant.

We strive to provide a higher than required staff: child ratio when our budget permits, as we feel that children's learning and development benefits directly from increased interactions with an adult.

Our indoor learning environment includes 2 spacious, bright and very well resourced classrooms, each with their own toilets and quiet room, as well as a communal front hall and verandah area.

Outdoors, we have a front garden area as well as a larger rear playground area. Within the rear playground we have, among other areas, a mud kitchen, large covered sand pit, loose parts area, a fixed climbing frame and 5 learning houses which we use for a variety of activities and setups. We have many planting and digging areas where we grow our own food for use in the nursery.

At Holy Rosary Nursery School, we are just beginning our Forest School journey and we hope to achieve Forest School status and become an official Forest School later this year, with staff completing training as Forest School Leaders.

Pastoral Care and Child Protection

Pastoral Care in Holy Rosary Nursery School is concerned with providing a safe, happy and caring environment in which each child is valued and supported to reach their full potential whilst increasing their confidence and independence and fostering their security. We have a primary responsibility for the care, welfare and safety of each child in our care.

All staff and students have completed appropriate police checks and there is a school Code of Conduct detailing acceptable staff behaviour. Through our policies and annual training all staff have clear guidance on what to do should they suspect signs of abuse. The Designated Teacher for Child Protection is the acting Principal, Mrs Sarah Morrison and the assistant teacher, Mrs Sonya Brown is the Deputy Designated Teacher.

Changing of children, taking photographs of children and other child protection issues will be addressed during the induction meetings and also during the settling in process. All parents will sign receipt of our Child Protection & Safeguarding Policy and Intimate Care Policy as well as our Complaints Procedure. These policies are also available on the school's website and displayed in the school's reception area.



School Staff

Acting Principal:

Sarah Morrison

Assistant Teacher:

Sonya Brown

Nursery Assistants:

Catherine O'Loughlin
Jane O'Neill

Secretary:

Majella Stewart

Building Supervisor:

Paddy Crothers (temporary)

Catering Assistant:

Anna Zakzewska

Board of Governors

Sara Cleary
Seana Hackett
Terence Hollywood
Laura Copeland
Jenny Devine
Grainne Fairbrother
Christine McGrenaghan
Sarah Morrison



School Day

We operate a full-time pattern of attendance Monday to Friday
9am to 1.30pm.

Doors open at 9.00 but an early morning drop off facility is
available from 8:30am daily.

9am

Self-registration and welcome children into the classroom

9.00 - 11.30

Free play

Snack - (children receive a healthy snack to eat and a choice of
water or milk to drink)

Outdoor play

Tidy up routine

11.30 - 11:50

Storytime (also rhymes, songs, music, drama)

11:50 - 12:00pm

Toileting, hand washing & dinner.

12:40 - 12:50pm

'Take Ten' and Primary Movement.

12:50 - 1:30pm

Free play indoors & outdoors

Collection time 1.30 daily

The Nursery School Curriculum

At Holy Rosary Nursery School, we follow the Northern Ireland Curricular Guidance for Pre-school Education which is a play-based curriculum. Our aim is to provide a caring and supportive environment in which your child will reach their full potential in all aspects of their development and growth.

The nursery curriculum has 6 areas.

Personal, Social & Emotional Development

- Increasing independence
- Gaining self-confidence & self esteem
- Learning to play together, co-operate, take turns & share
- Choosing their own play
- Helping each other
- Tidying up
- Emotional well-being.
- Self-regulation

Language Development which includes

- Developing confidence to talk to adults and children
- Learning & using new vocabulary
- Listening to stories
- Browsing through books
- Retelling familiar stories
- Joining in with rhymes & songs
- Mark-making and writing

Early Mathematical Experiences

- Recognising & talking about similarities & differences

- Becoming aware of number, order, shape, space, size, quantity, time & sequencing, pattern, relationships
- Sorting, matching, comparing, classifying, counting, making patterns & sequences

Physical Development & Movement

- Gross motor development -running, jumping, skipping, hopping, balancing, climbing, kicking, throwing, catching, riding bikes
- Fine motor skills - pinching, grasping, threading, lacing, screwing, using tools, scissors, pencils, jigsaws

The Arts

- Art & craft activities
- Junk Modelling
- Clay & dough work
- Music
- Dance
- Drama & Role play
- Imaginative play

The World Around Us

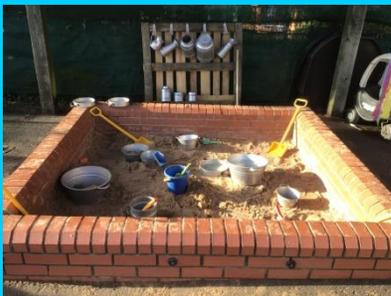
- Working with sand, water, dough, clay & natural materials
- Exploring magnets, metal, shaving foam; man-made & natural materials
- Exploring interest tables - light, mirrors, nature, etc
- Observing living things & our environment
- Block play
- Observing & talking about weather, seasons, safety, the work of familiar people in the community
- Talking about their own experiences

All 6 areas are delivered in a holistic way through various areas of play:-

- Water
 - Jigsaws
 - Construction
 - Role play
 - Floor
 - Story corner
 - Computer
 - Painting easel
- Sand
 - Table top
 - Imaginative
 - Creative/Art
 - Block
 - Dough/Clay
 - Interest areas

We are also involved in the *Getting Ready to Learn Programme* and run activities in all 4 themes, which are:

Happy, healthy kids
Big Bedtime Read
Ages & Stages
Education Works in Pre-school



Parental Involvement

Parents have a special role to play in Holy Rosary Nursery school. Parents are their child's first educator and we aim to work in partnership with parents. We believe that parents should be actively involved in life of the school and in management structures.

We encourage parental participation in various ways such as sharing your talent or skill with the children, reading stories to them, running our lending library, participating in our social or fundraising events and joining us on school trips.

Parenting information sessions and education classes are organised depending on interest and when public health regulations allow.

Parents are very welcome in the classrooms at the beginning and end of sessions (public health guidance permitting) and the staff are available at these times for informal chats.

Formal parent teacher meetings are held during the year and you can request a meeting with class teacher or Principal at any time.

We hold a curriculum evening when parents can visit the classrooms, learn about the nursery school curriculum, and experience some hands-on nursery activities. School newsletters are posted up every month, helping to keep parents informed about the topics being covered, upcoming school events and visitors as well as tips on how to support your child further at home.

Seesaw app is also used by us as a way to communicate with parents and keep parents updated and informed of all school activities, events and news as well as sharing snapshots of the children's learning, development and progress.

Charges & Remission

Nursery education is free, however as a result of major cutbacks in school funding we do ask you to pay £5 per week. This covers your child's daily drink, healthy snack food, baking activities, playdough ingredients, birthday and seasonal parties, and planting, growing activities. We use this money where possible to cover the cost of educational visitors who come into the nursery, and sessions with Drama time, Science Starz, Playball, City of Belfast School of Music, Jump, jiggle & jive, Sonal Sportz NI & Mini Explorers for example. All of these activities enhance the curriculum experience offered to your child.

We also use this money to replenish our resources and toys for the children ensuring that their current and changing interests are reflected in what is available for their play.

School dinners must be paid for also, unless you are entitled to free school meals. These are currently £2.50 per day.

Please note that school dinners are an integral part of our nursery curriculum at Holy Rosary Nursery School and no other option is facilitated.

The school meals kitchen can accommodate allergies as well as medical and cultural dietary requirements.

School Uniform

All pupils should wear the Holy Rosary Nursery school uniform to Nursery each day. Uniform can be purchased from 'Truly Fare' Ormeau Road.

School uniform:

- Light blue sweatshirt
- White or yellow polo shirt
- Navy jogging bottom
- Velcro shoes



Settling In

During the first few weeks, children are admitted in small groups to allow staff to build relationships with them and thereby get to know each child individually. This also allows each child to be settled and feel safe and secure in our setting, before coming together as a larger class group.

Settling in periods may vary depending on each child's needs and so cannot be accurately predicted. Staff will support you and your child through this process and keep you informed should this happen.

Children with additional needs

Holy Rosary Nursery School is an inclusive school and it is our aim to meet the needs of all pupils. Children with very specific needs may require additional adult support to help achieve their potential. Please talk to the Principal at the earliest possible stage to ensure that we are able to meet each child's needs.

The school staff work in partnership with parents and external agencies (such as Speech & Language Therapists, Educational Psychologists) to ensure the very best outcomes for all of the children. The acting Principal, Sarah Morrison, is the co-ordinator for Special Educational Needs (SENCO).

Toileting Policy

All children should be fully toilet trained before starting Holy Rosary Nursery School and should not be wearing nappies or pull-ups.

We appreciate that there are children who may have difficulties in this area. Please discuss any concerns that you may have in this area with the Principal.

How to apply

We encourage you to book an appointment at our Open Morning on Saturday 11th December or go to the admissions tab of our website

<http://www.holyrosarynurseryschool.com/index.php/admissions/> for more information, admissions criteria and links to Education Authority digital admissions page. Updates and reminders will be posted on our website and Facebook page.

Please contact Mrs Sarah Morrison if you have any further questions or queries.

It is the responsibility of parents to include **ALL** relevant information on the application form as this will be considered when applying the below criteria for entry to Holy Rosary Nursery School.

The application process opens at **12 noon on 10th January 2022** and closes **at 12 noon on 28th January 2022.**

Any applications received after 12 noon on 28th January 2022 will be treated as a **late application** and will not be considered until June 2022 if any places are available at that stage.

Admissions Criteria

The Board of Governors has determined that, in the event of more applicants than the places available, the following admissions criteria will be applied, in the order set down, to select children for the available places.

- 1 Children born between 2 July 2018 and 1 July 2019 whose parent(s)/guardian(s) are from socially disadvantaged circumstances.
- 2 Children born between 2 July 2018 and 1 July 2019.

Note: Children from 'socially disadvantaged circumstances' means a child whose parent is in receipt of (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) an award of Income Support which has been converted into an Employment and Support Allowance and the level of benefit remains the same, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they are in receipt of a qualifying payment. This should be provided to the Pre-School of first preference and the application procedure for Pre-School will outline how this can be submitted.

Sub-Criteria

Should the school be oversubscribed in any of the above criteria the following sub-criteria will be applied:

- a) Children whose siblings, half-brother/sister currently or previously attended Holy Rosary Nursery School, within the last 7 years. **(Indicate sibling(s) name and date of attendance)**
- b) Children in their penultimate pre-school year who are currently in attendance at Holy Rosary Nursery School.

- c) Children who live with their parent/guardian in Holy Rosary Parish. (See Holy Rosary Nursery School website re map of Parish boundaries)
- d) Children who live with their parent/guardian in St Anthony's Parish. (See Holy Rosary Nursery School website re map of Parish boundaries)
- e) Walking distance from the school to the child's home as measured by Google maps.

In the event of two or more children's permanent residence being measured equal distance for the final place, children will be selected on the basis of the initial letter of the surname as entered on the birth certificate in the order as set out below as determined by a randomised selection of letters.

**I T X N M L Mc Q A V H G B J D C W K F Mac Y Z U P R
O E S**

In the event of surnames beginning with the same initial letter the subsequent letters will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.

In the event of vacancies remaining after the above criteria have been applied applicants will be selected, as above, using the same randomised selection of the letters of the alphabet.

- 3 Children born between 2 July 2019 and 1 July 2020 will be considered on the basis of rank order of age - oldest first.

Where applications are made on the basis of socially disadvantaged circumstances, the relevant section **MUST** be verified by the Social Security / Jobs and Benefits Office.

Where applications are made on the basis of - living with their parent/guardian in Holy Rosary Parish or in St Anthony's Parish,

the relevant documentation to verify such information must be provided by the parent **prior to 12noon (GMT) on 5th February 2021**. The Education Authority will publish guidance in relation to the provision of such supporting documentation on their website. **All relevant documentation received after this time and date will be considered as late within Stage 1.** Information more than 1 year will not be suitable for these purposes.

Any 2 of the following original documents can verify address at which child is resident -

- Bank or building society statement;
- Utility bill (electricity, gas, Television Licence)
- Letter awarding Child Benefit to the child
- Electoral ID card
- Current Driving Licence
- Addressed payslip
- Mortgage statement
- Rental agreement
- Land and Property Services rates demand

Duty to Verify

The Board of Governors reserves the right to ask for additional supplementary evidence to support or verify information on any applicant's Application Form.

If the requested evidence is not provided to the Board of Governors by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

Waiting List Policy

Should a vacancy arise after Wednesday 9 June 2021 all applications for admission to Holy Rosary Nursery School that

were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until the end of the academic year.

The school will contact you in writing if your child gains a place in the school by this method.

Your child's name will be automatically added to the list. Please contact the school if you wish for your child's name to be removed from the list.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it. Examples of such information include whether the child had brothers or sisters attending the school.