

NURSERY ROUTINE

Updated 15/05/24

- 9.20am Children are greeted into the setting; they put their lunch box on the blue trolley (ready to be transferred to the kitchen), coats on their pegs, water bottle on the red unit and book bag in the tray. Children find their name card (these have pictures on to aid recognition). Children attach name cards onto the snack board. The register is taken by a member of staff on entry to nursery.
- 9.20 to 10.30am **This is 'free-play'**. There will be a 'Key Activity' which is usually adult led, plus a variety of other activities, many of which the children will be able to undertake on their own. During this time, activities on offer will be a selection from the following:
CRAFT ACTIVITY: cutting and gluing, painting.
CONSTRUCTION: wooden bricks, stickle bricks, magnetic construction, Lego, wooden shape building puzzles, etc
SMALL WORLD: train track, cars and garage, dolls house, farm, dinosaurs
DRAWING TABLE: pencils, crayons, felt tip pens, chalks and blackboards, pens and wipe-boards, stencils, selection of paper.
IMAGINATIVE PLAY: kitchen, play food and utensils, dolls, dressing up, doctors' equipment, tent, mirrors, puppets, table and chairs.
SENSORY ACTIVITY: different types of playdough with cutters, rolling pins, scissors, sand and water (lots of interesting items are used in conjunction with these activities; they are often linked to the theme of the term).
MATHEMATICAL/PROBLEM SOLVING ACTIVITY: jigsaws, pattern and/or shape sorters, weighing scales, problem solving resources.
BOOK CORNER: our bookcase is positioned in a quiet corner. The children can look at the books whenever they wish, and an adult will always read stories if a child is in that area. We have a selection of books, some will be linked to the theme of the term, others will be picture books, 'lift the flap' books, storybooks and information books. The books are rotated so unfamiliar books are available each week.
LETTERS AND SOUNDS: Keyworkers will take small groups of children aside to carry out Letters and Sounds activities or play an educational or sound/phonics game.
ROLLING SNACK: children will be able to have snack during this part of the morning at a time when they choose. Snack consists of fresh fruit or vegetables, a wholesome snack like toast, pitta pockets etc. and a drink from their drink bottle (any dietary needs are taken into account). Children always wash their hands beforehand and help themselves to snack, support is always available if required. Snack time is a social occasion enabling children to extend their language and encourage good social skills.
- 10.30am **Toys away**. After a 5 minute sand timer warning, all children are encouraged to help find a home for the resources. While this is taking place children will be invited to use the bathroom before we leave the nursery for outdoor time.
- 10.35am Carpet time for some songs and rhymes followed by keyworker group story time.
- 10.45am After the resources are put away, Keyworkers support independence by encouraging the children to get their coats and wellingtons on if needed ready for **Small Group time, where one group of children will complete letters and sounds activities while the other group have large physical playtime outside**. The groups swap over after around 30-35 minutes.
- 10.50am **Large Physical Playtime**. This may take place either in the garden attached to nursery, our secret garden, at the Twitchell or at the park depending upon the weather. Equipment on offer includes; trikes, tunnel, ball pool, seesaw, bats and balls, trampoline, parachute, gardening and digging tools, slide, sand pit, prams/pushchairs with dollies. At the park; swings, slide, balancing equipment, climbing beams. At the Twitchell; exploring the woods and environment and building dens.
Letters and sounds Children remain at nursery or go to the garden or even the woods, to either carry out a letters and sounds activity, play an educational or sound/phonics game, develop improved pencil control through stencils, tracing or 'free' drawing or collaborate and choose an activity they would like to do or finish off or even extend the key activity for the day.

- 11.55pm When each group comes back at nursery from having Large physical time, the children will be encouraged to remove wellies and coats and put shoes back on and will then gather on the carpet.
- 12.00pm **Toilet and wash hand time.** An adult begins to change all nappies/or sit children on the toilet/potty, wash hands. All children are shown to wash their hands after every visit to the toilet, even if they have had their nappies changed. Those children who are toilet training can bring in their own potty if they prefer. Please advise staff if toilet training is underway, so we can help! Children who have finished using the bathroom return to the carpet area.
- 12.00pm **Sharing books.** These are often linked to the theme, but not always. Children can bring books in from home to be shared if they wish. Story time is kept short and we encourage all children to sit on individual cushions and listen to the story. Adults will always sit on the carpet to encourage listening. Should children wish to continue with their quiet play/outside play or enjoy a book on their own they are free to do this.
- Weather and Date record.** At the carpet area we all sing our weather song and 'Bernie' the monkey will help the children record the weather outside and the day of the week. 'Bernie' has a selection of clothes that are suitable for different types of weather and children take turns each day to dress him appropriately.
- Home Achievement Books.** This is a time where we celebrate the children's achievements at home by reading their parents comments in their books. This special time increases children's self-esteem and confidence. They are rewarded with a sticker and a round of applause from everyone!
- 12.10pm **Music and movement or action songs.** We introduce different types of music and accompany their movements with streamers, musical instruments etc. All music and movement sessions are finished with a warm down song.
- 12.15pm All children sit at the table for **lunchtime.** They are invited to identify their place by finding their own lunchbox once an adult has shown their name card. Children are encouraged to eat savoury items before any sweet ones. Children can bring a separate lunch drink or use their drink bottles brought in that morning. Keyworkers sit with the children supporting and encouraging their independence. When they have finished eating they are encouraged to tidy away any mess, place their lunchbox back on the lunch trolley.
- 12.50pm As they finish lunch, children are encouraged to gather on the carpet to share books and stories with each other to encourage their early literacy, language, communication and personal, social and emotional skills. The children can also enjoy some small world or construction toys while waiting for their friends to finish their lunch. Keyworkers will join them in their story telling or discussions.
- 1.10pm **Mindfulness** All the children will be encouraged to take part in mindfulness activities.
- 1.15pm Children leaving us at 1.20 will finish off with songs including our 'goodbye' song which is sung to each child individually saying their name as we go. Children staying for the Extended session will go outside for free play before they begin the extended session activities.
- 1.20pm **Parents/carers collect their children** Children are released to their parents who are waiting outside the nursery (queuing towards the secret garden) one at a time. A member of staff will ensure that each child's belongings are gathered, including coat, lunchbox, book bag etc. and are ready accordingly. Parents/carers have the opportunity to discuss anything about their child's day, confidentially if need be.
- 1.20pm to 2.20pm **Children in their last year with us before Reception have the option to join us for our extended sessions.** *Children engage in fun activities that are completely different to the morning session and will prepare them for Big School. All of our extended sessions are carefully planned with the children's interest and developmental needs in mind.*

Once all children have been collected the staff write up any observations made during the morning, complete session plans, mount any work, organise wall displays and prepare for the following session.