

# Shotley Bridge Primary School



## Early Years Information (2-5 years)



Headteacher: Mrs V. Atkinson

Deputy Head Teachers: Mrs N. Dryden and Mrs A. Pearson

Email: [shotleybridgeprimary1@durhamlearning.net](mailto:shotleybridgeprimary1@durhamlearning.net)

Tel: 01207260444



SBPS Website



SBPS Facebook

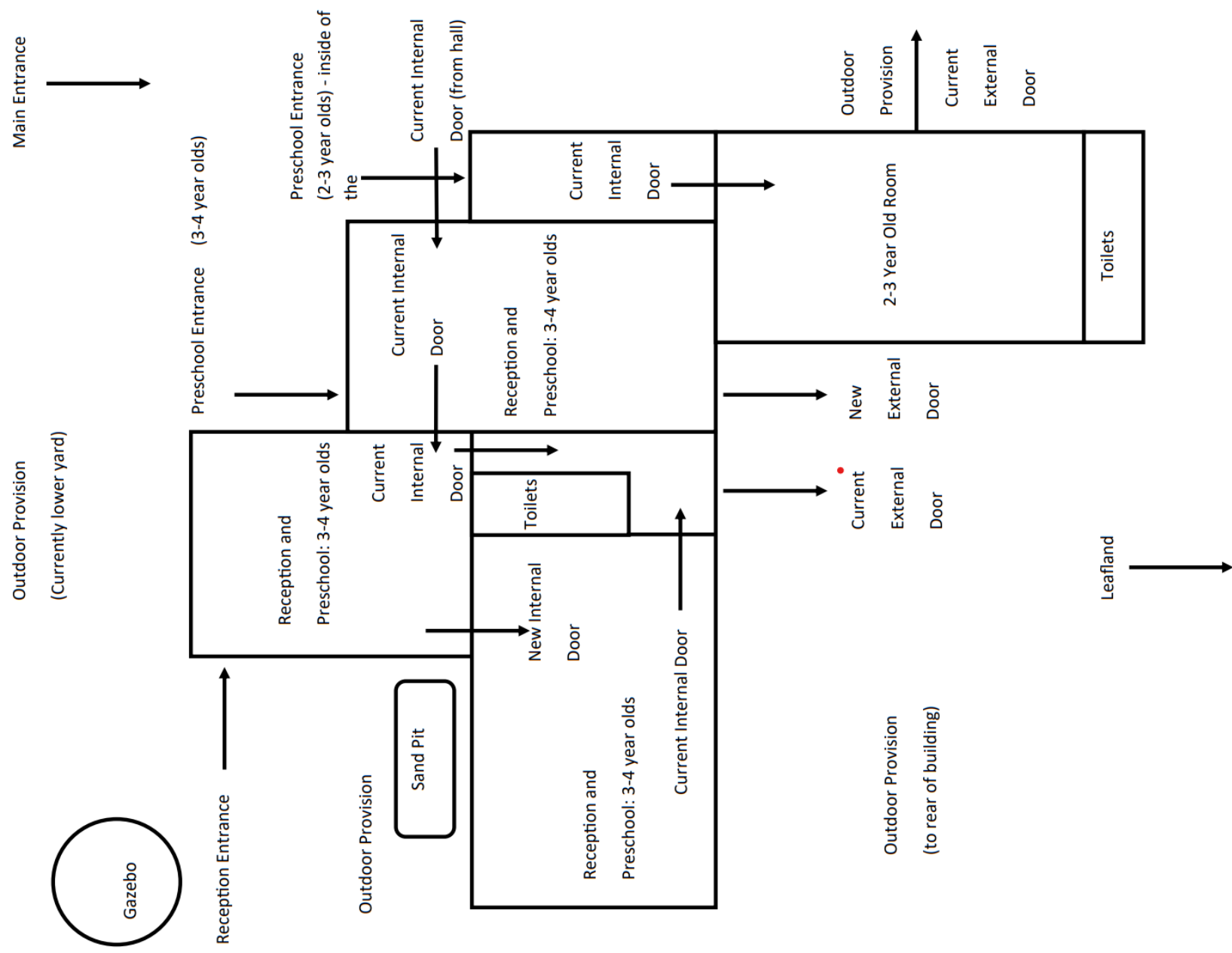


# The very best provision for all children...

We recently applied for a Government grant; this money will be used to provide the very best provision for all our children by utilising the space that we currently have in school. We appreciate that this will mean the summer term will involve some changes, but we are fully prepared for this and thank you in advance for your support.

- Y1 (current Reception children) will move to the current Reception classrooms. A wall will soon be erected with a doorway between the two classrooms for access to toilets and indoor/outdoor provision. September's Year 1 children will enter/exit through the same gate/door that they have been using during their time in Reception. We realise that this cohort will stay in the same location and we see this as an advantage when it comes to transition. The spaces will change/develop but we will be keeping certain aspects of provision. Year 1 will also have access to their own outdoor space.
- The current Preschool, Y1 and Y2 classrooms will become the EYFS unit (Preschool and Reception). An external door will open out from the current class 4 room and this will be the entrance/exit point for Reception aged children. Preschool children aged 3-4 will enter through the current Y1 door. Our current Preschool room will become our 2-3 year old room. Children will enter/exit through the main entrance to school and then through a separate door inside the building.
- The 2-3 year olds will use the current Preschool outdoor provision, while 3-4 year olds and Reception aged children will access outdoor to the rear of the building through an additional external door. They will access outdoor provision to the front of the building through the exit/entrance doors. An additional internal door between the current class 4 and class 5 rooms will allow children to access all areas with ease.
- New flooring will be installed throughout, a changing unit will be built next to the toilet block to support transition and an additional toilet cubicle will be installed. Outdoor canopies will be erected to the rear of the building so that all children can access outdoor provision whatever the weather.
- From September, our Y2 children (current Y1) will be taught in our upper school building on Snow's Green Road. Due to the low birth rate, we only have one class of children and we have plenty of space in our upper school building. An additional room is located next to the main Y2 classroom, allowing small group work to take place.
- Our newly transformed Nurture Hub will continue to run in Upper School.

## Early Years Unit Floor Plan



## **2-3 Year Old Preschool Provision**

Our 3-4 year old provision has been in place since September 2024 and numbers have grown quickly. This provision will be adapted to meet the needs of 2-3 year olds from September 2025.



### **In our educational preschool setting, we can promise...**

- A strong EYFS Lead Teacher will oversee all aspects of provision and planning of the curriculum
- A high standard of provision, with a focus on the progression of Common Play Behaviours
- Experienced and knowledgeable Early Years Practitioners
- One adult to every five children (statutory for 2 year olds)
- Trained staff who will identify and support speech and language development and other special educational needs at an early stage in your child's development
- The opportunity to develop positive working relationships with parents/carers which will support your child's progress from an early age
- School readiness - we want our youngest children to be part of our Shotley Bridge family and will ensure our core school values are promoted at every opportunity
- Children will have their own designated entry and exit point to help them feel safe and secure
- Children will have their own designated outdoor play area, with canopy, so they can access the outdoors throughout the day







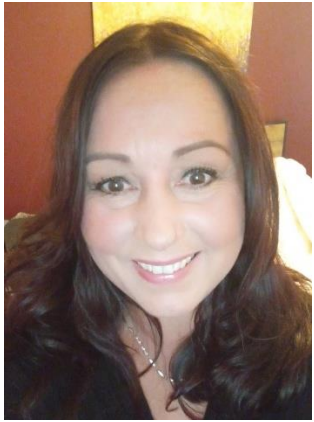
## **3-4 Year Old Preschool and Reception Provision**

**In addition to what we promise 2 – 3 year olds,  
we promise...**



- X3 experienced teachers
- Experienced and knowledgeable Early Years Practitioners and Teaching Assistants
- Protected time and separate spaces for Preschool and Reception children during phonics (Little Wandle) and maths - taught within their age group
- Opportunities for Preschool and Reception aged children to share during family time
- A spiralling curriculum linking to previous learning and Early Learning Goals (to ensure children remember what they have been taught- knowledge/skills)
- A focus on prime areas and specific areas of learning to meet the needs of children at each stage of their development - Early Year's Framework and Development Matters will be used to ensure an effective curriculum
- Stage not age - children are able to access the right things at the right times (staff will be able to articulate what and why they are doing what they are doing)
- Children have lots of opportunities to model learning and language skills and to be good role models
- EYFS work collaboratively to ensure seamless transition and progression for children moving through the Early Years Foundation Stage
- A high standard of provision, with a focus on the progression of Common Play Behaviours, due to shared resources and staffing

# Meet the Staff



Mrs Lee  
Pupil Wellbeing Lead  
Deputy Designated  
Safeguarding Lead



Mrs Dryden  
Deputy Head Teacher  
Lower School  
Safeguarding Lead



Mrs Atkinson  
Head Teacher  
Designated  
Safeguarding Lead



Mrs Pearson  
Deputy Head Teacher  
Upper School  
Deputy Designated  
Safeguarding Lead



Mrs Parker  
Office Manager

# Meet the Early Years Team



Miss Jackson  
Early Years Lead



Mrs Salgado  
Teacher

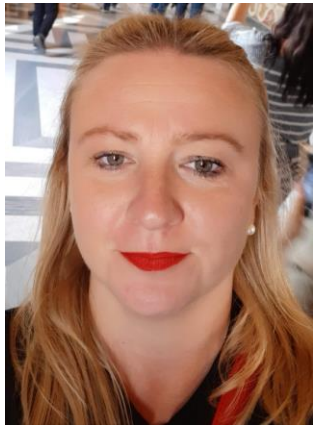


Miss Blythe  
Teacher  
  
(X3 days)



Miss Hirst  
Teacher  
  
(X3 days)

# Meet the Early Years Team



Mrs Armstrong  
Early Years Practitioner



Miss Browbank  
Teaching Assistant



Miss Emery  
Early Years  
Apprentice



Mrs Smith  
Teaching Assistant



Mrs Kirby  
Early Years Practitioner






Our Early Years provision is inspired by the...

# Reggio Emilia Approach

**“an educational philosophy based on the image of a child with strong potentialities for development and a subject with rights, who learns through the hundred languages belonging to all human beings and grows in relations with others.”**



A background image showing children in a classroom. In the foreground, a girl with blonde hair in a red sweater is focused on a craft project. To her right, another girl with dark hair in a white shirt is also working. The table is covered with various materials: a red cup of white paint, a palette with green, blue, and purple paint, and some greenery. The text boxes are overlaid on this image.

## The “Hundred Languages”

Children are given a wide range of **ways to** express themselves, including art, music, drama, movement, and language.

## The Environment as a “Third Teacher”

Along with parents and teachers, the learning environment is carefully designed to stimulate curiosity and encourage exploration, with a focus on natural materials and open-ended play.

## Reggio Emilia Approach

### Emergent Curriculum

Teachers guide children’s exploration and help them develop projects and activities based on their curiosities.

## Child-centered Learning

Children are seen as active learners, not passive recipients of knowledge. They are encouraged to take ownership of their learning and make choices about what they want to explore and learn.

## Collaboration and Community

The approach emphasises the importance of collaboration between children, educators, families, and the wider community.



# Curriculum



The project framework at Reggio Emilia has a number of distinguishing features and elements based on the Reggio Emilia philosophy.

**Holistic approach.** Learning and creativity come together, and most activities are play-based.

**Symbolic representations.** Teachers encourage cognitive learning through drawing, modelling, building blocks and more.

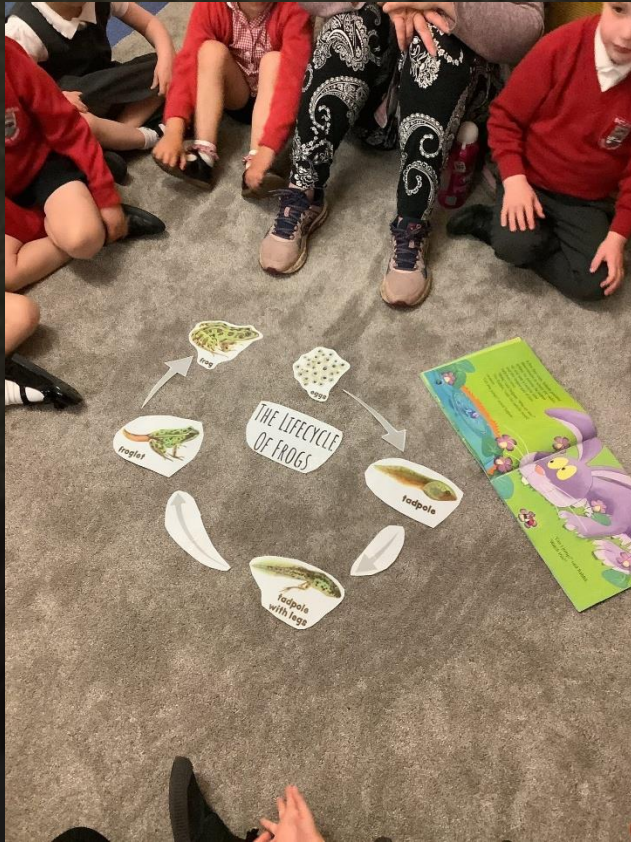
**Guided exploration.** Children explore themes and events relevant to them under teacher's guidance.

**Long-term perspective.** Some projects at Reggio Emilia preschools may last up to several months.

**Multi-modal learning.** The Reggio Emilia method encourages multi-dimensional and multichannel interactions with the environment.

# Elements of Project Approach





# The Teeny Tiny Tadpole

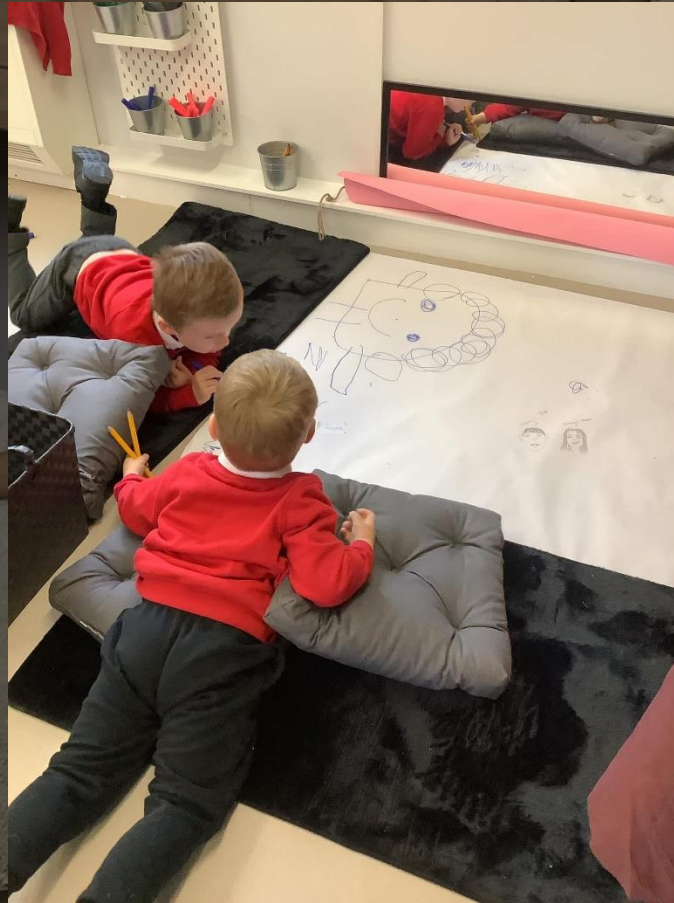




# Physical Development in Early Years



Studies note that only 30% of infants engage in recommended daily tummy time which is fundamental to core strength development . This is a precursor to being able to sit at a desk to begin writing.



## Tummy Time



# Fine and Gross Motor Skills



Manipulation of loose parts and various medium is woven through all areas of provision.





# Preschool Drop Off/Pick Up

## Whole Day

Children enter school via the 2-3 or 3-4 year old door at 9am and are collected from the same point at 3pm.

## Morning Only

Children enter school via the 2-3 or 3-4 year old door at 9am and are collected from main door at 12pm.

## Afternoon Only

Children enter school via the main door at 12pm and are collected from the 2-3 or 3-4 year old door at 3pm

If attending for 15 hours (am or pm), additional hours can be purchased on a regular basis, currently at the rate of £6 per hour.

# Reception Drop Off/Pick Up

Children enter school via the Reception door at 8:50am and are collected from the same point at 3:20pm.

We operate a soft start from 8:40am for children who wish to arrive earlier – please come to the Reception door.



# Lunch



- Your child can have a school lunch or they can bring a packed lunch from home (must be the same option each day).
- School lunches are free for Reception aged children and currently cost £3 per day for Preschool aged children (lunches are provided by Chartwells).
- Currently we have a three-week rolling menu, and children make their choice each day in school.
- Allergies/dietary needs will be required prior to your child's first day
- Preschool children attending morning sessions can have their lunch in school before leaving at 12pm.





# Breakfast Club



- Children can arrive anytime from 7:45am.
- Cost per day is currently £3 for Reception children and £6 for Preschoolers (due to adult : child ratio).
- Children have a scrummy breakfast and take part in a range of activities.
- Enter school by the main door and ring the bell.
- All sessions must be booked and paid for through Arbor by 12pm the day prior (12pm on a Friday for a Monday). Due to staffing arrangements, from September, we will no longer be able to add children to the session after this time.
- From September, we will be unable to take bookings over the telephone.



# Stay and Play



- We can provide after school care for our Preschoolers until 5pm (currently £6 per hour) in Lower School (we hope to be able to extend this time soon).
- We can provide after school care for our Reception children until 6pm (5:30pm on a Friday). This currently costs £5 for a 4:30pm collection and £9 for a 6pm collection (5:30pm on a Friday).
- All children must be booked into Stay and Play through Arbor by 12pm the day prior to the session (12pm Friday for a Monday session). Due to staffing arrangements, from September, we will no longer be able to add children to a session after this time.
- All sessions must be booked and paid for through Arbor. From September, we will be unable to take bookings over the telephone.
- Stay and Play will operate in Lower School for Preschoolers and Upper School for Reception children. If your Reception child is booked for a 4:30pm collection, they will remain in Lower School and should be collected from here at 4:30pm. Children booked in until 6pm (5:30pm on a Friday) will walk down to Upper School at the end of the school day (due to staffing arrangements).
- We will continue to offer a range of extracurricular clubs across the year for children in Reception; these must be booked and paid for through Arbor.
- Your child can attend an extracurricular club and then go to Stay and Play, but all costs will apply.

# Outdoor Learning

- Outdoor learning takes place every day (regardless of what the weather decides to do)
- Children have the opportunity to visit Leafland regularly
- Wellies should be kept in school (stored under your child's peg)
- School provide waterproof trousers/clothing unless you wish to provide your own.



# SEND



- Mrs Dryden is our SENDCO
- Any concerns should first be raised with staff in Early Years
- Staff will arrange an appointment with Mrs Dryden if they feel further support is needed

## Common concerns in early years:

Social communication, speech and language, readiness for formal learning (sitting on the carpet, following routines...

**Please label everything!**

# School Uniform



As we are an OPAL school (Outdoor Play and Learning) and we take part in many other physical activities, sporting festivals and competitions, we have made the decision to encourage our children to wear a relaxed uniform from September. We believe that this will give the children the freedom to be much more active and ensure they keep themselves as safe as possible when engaging in physical activities. With no fiddly zippers, this will also support our youngest children in being more independent during toilet time.

**All children in Early Years to Year 6 should wear...**

- Fully black trainers (no white/colours) 
- Red polo shirt or T shirt (can include school logo but no other colours) 
- Fully black jogging bottoms/leggings/PE shorts/cycling shorts (leggings and cycling shorts must be thick so they can't be seen through and shorts must be just above the knee)
- Red hoodie/jumper/cardigan (can include school logo and initials –no other colours) 
- Strictly no jewellery or nail varnish/extensions
- A watch that can't send messages, make calls or take photographs can be worn 
- Hair fully tied back (unless too short to do so) 



Children who prefer to wear a normal school uniform are able to, but school policy must be adhered to. They should continue to come to school in their PE uniform (as above) on PE days. All items of uniform can be purchased from Track Sportswear in Consett and from a range of local supermarkets.

We have decided to phase out traditional book bags from September as they take up a large amount of space. All children should bring a drawstring bag to fit on their peg



# School Uniform Shops

Uniform with a school badge can be purchased from:

- [Border Embroideries](#)
- [Track Sportswear](#)



Alternatively, plain red school uniforms can be purchased from most high street and supermarket stores e.g. Asda, Tesco, Matalan and M&S.

We also have a pre-loved school shop -  
<https://app.uniformd.co.uk/schools>



# Milk

Free until children turn 5.

Sign up the week before their 5<sup>th</sup> birthday if you want them to continue receiving milk.



A promotional graphic for Cool Milk. The top left features a blue background with a white milk bottle icon and the text "FREE and subsidised school milk. Register your child today!". Below this is a photo of a child in a red school uniform holding a glass of milk. The bottom right has a dark blue background with white text: "Register your child for school milk today. Sign them up in a few clicks...". It also includes a small icon of a hand pointing to a screen and text: "Go online and quickly register your child for school milk at [www.coolmilk.com](http://www.coolmilk.com)". A speech bubble icon is next to the text: "Need help? Contact our Customer Service team on 0800 321 3248 or via email at [registrations@coolmilk.com](mailto:registrations@coolmilk.com)". The Cool Milk logo and website are at the bottom. Small text at the bottom left states: "The UK government continues to support school milk. Milk for under-5s is fully funded by DfE via the National Milk Scheme. Milk for over-5s is subsidised by DfE via the School Milk Scheme. Cool Milk is a registered charity." The Cool Milk logo and website are at the bottom right.

Is your child entitled to FREE milk?

Child under 5? Every child under the age of five is entitled to FREE school milk. Register your child online for FREE school milk today.

Child over 5? Every child over the age of five is entitled to milk at a subsidised price of around £18 per term. Register online now and you can pay straight away!

Register your child for school milk today. Sign them up in a few clicks...

Go online and quickly register your child for school milk at [www.coolmilk.com](http://www.coolmilk.com)

Need help? Contact our Customer Service team on 0800 321 3248 or via email at [registrations@coolmilk.com](mailto:registrations@coolmilk.com)

Cool Milk [www.coolmilk.com](http://www.coolmilk.com)

The UK government continues to support school milk. Milk for under-5s is fully funded by DfE via the National Milk Scheme. Milk for over-5s is subsidised by DfE via the School Milk Scheme. Cool Milk is a registered charity.

# Fruit

Your child will receive a free piece of fruit each day.

We encourage them to try a variety of fruits and vegetables.



# What to bring everyday...

- Water bottle with your child's name on.
- Waterproof coat with your child's name inside.
- Spare underwear/socks/tights in your child's bag (if prone to having accidents).
- Weather dependent – sun hat, hat, gloves (all named please).
- Sun-cream when you think necessary (with your child's name on) please apply this at home before the start of the day too.



# Communication



- Quick messages can be passed onto a member of staff at the door/gate each morning.
- If you require a conversation, please email or telephone school to arrange this or let the member of staff on the door know this.
- We use Arbor to send messages and emails from school; you can access this using the app on your phone or on a laptop.
- We have a school Facebook page where we share lots of things that are going on in school.





# I feel I need to speak to someone...

- Please talk to a member of staff who works with your child.
- If staff are unable to help you, please speak to Mrs Dryden (Deputy Head Teacher).
- If Mrs Dryden is unable to help you, please speak to Mrs Atkinson (Headteacher).
- Staff may direct you to Mrs Lee, our Pupil Wellbeing Lead, or you can choose to speak to her yourself by emailing or telephoning school.

# Transition



- Friday 27th June at 2pm: Teddy Bear's Picnic in our school grounds  
(3-4 year old Preschoolers, Reception children and parents)
- Wednesday 2nd July: Reception children and 3-4 year old Preschoolers join us in school from 9am – 12pm (without parents)
- A member of staff will contact parents of 2-3 year old Preschoolers to arrange bespoke transition
- Parents of Preschoolers looking ahead... applications for a school place (Reception) are made through Durham Admissions (Preschool children will not automatically be given a place in Reception)

# New Starter Forms

- All new starter forms must be completed so that your child can join us on Wednesday 3rd September. Your child can't start school until we have the following:

Emergency contacts

Details of any allergies

Details of any dietary requirements

- All information will be added to Arbor and you can access this yourselves using the parent app. You will receive details about this soon... please look out for the email.

