

Welcome to Nursery

Thank you for choosing Wallsend Jubilee Primary School for your child. We would like to extend a warm welcome and hope this is the start of a wonderful partnership as your child moves through school. Please read the information below which will help you to prepare for your child's start to nursery. Any questions please do not hesitate to contact us.



Contact Details

Wallsend Jubilee Primary School
Mullen Road
Wallsend
Tyne and Wear
NE28 9HA

0191 814 1601

office@wallsendjubileeps.org.uk

Key Staff

Headteacher: Mr D. Harrison

Deputy Headteacher: Mrs R. Hawkins

Early Years Lead and Reception Teacher: Mrs J. Dunn

SENCO: Mrs C. Miller

Wellbeing Lead: Miss L. Williams

Nursery Teacher: Mrs M Robinson

Reception Teacher: Miss L Hinchliffe

Early Years Practitioner: Miss D. Storey

Early Years Practitioner: Miss S. Graham

Early Years Practitioner: Mrs V. Coates

Our Nursery Offer

From September 2026 we are able to offer both 30 hour and 15 hour places in our school based nursery.

All 3- and 4-year-old children in England are eligible for 15 hours of childcare per week. This makes up 3 hours a day in either our morning or afternoon nursery class. Working parents may be eligible for 30 hours a week of childcare. You can find out what you are eligible for here: [Childcare Eligibility Checker - Best Start in Life](#)

If you are eligible for 30 hours of nursery provision please ensure you have applied for your code and provided us with this by June 30th. We cannot guarantee 30hours of childcare for any parents who miss the deadline date as once the new term begins, we will not receive funding.

Session Times

Nursery morning: 8:45am - 11:45 am (15 hours)

Nursery 30 hours: 8.45am – 3.15pm

There is no additional charge for pupils accessing 30 hours' childcare over lunchtime.

Additional Sessions

If you are eligible for 15 hours of funded childcare, but wish to access 30 hours, this is at a cost of £60 per week.

Where the school is not open for part of the week (for example, due to a training day), the remainder of the week will be charged on a pro-rated basis, e.g. 4 days at £48.

Out of School Club

Nursery breakfast club is available for £6 per day, operating 7.30am to 8.45am.

After School Club is also available, at a cost of £6 until 4.30pm, or £12 until 5.45pm. Please email the office – office@wallsendjubileeps.org.uk to apply for a place if you have not already had confirmation.

School Policies

Please see the school website for details of all school policies – www.wallsendjubileeps.org.uk – including Safeguarding, Admissions, Attendance, Financial Information, GDPR and SEND.

Transition into Nursery

Offers of a place in our nursery are made around Easter time, before the children are due to start nursery in September. Once the place has been accepted parents are invited to an open evening during the summer term where you will learn about our approach to learning and admission arrangements. This is an ideal opportunity to ask any questions and share any concerns.

Staff will visit children in their homes prior to their nursery visit to meet children in an environment where they are comfortable and will liaise with previous settings to discuss your child's development. At the end of the summer term, you and your child will be invited to visit the nursery to sample some of the activities on offer.

In order to be able to get to know all children on an individual basis and to make starting nursery as comfortable as possible for the children, all children are admitted into nursery in two groups on a part-time basis for the first week, staying for either a morning or afternoon session. After the first week, those children accessing our 30 hour provision will attend for morning and their lunch. After this the children will stay full time. Although every effort is made to make the transition into on as easy for your child as possible there are some children who dislike change and who may get upset at first. Please be assured that our teachers are very experienced at dealing with this and will keep you fully informed of how your child is settling. We will treat each child on an individual basis and will cater for any children needing to build up their time more slowly.

Registration Forms

Our registration forms are online and must be completed prior to your child starting nursery. These can be accessed on [Nursery Registration Form 2026 – Fill out form](#) or <https://forms.cloud.microsoft/e/EuKdRqvSy1> or by using this QR code:



If you require a hard copy of the forms, or a different format, contact office@wallsendjubileeps.org.uk

Drop Off / Pick Up

Nursery is located at the back of the building which you can access through the gate on the path at the top of school or through the main gates and walk around. Our school day starts at 8.45a.m. Parents and carers bring children into the nursery cloakroom at 8.45a.m. and help them to hang up their coats. The door will stay open until 8.50a.m. which gives parents who have older siblings time to drop them off first and walk around. Please note that once the doors are closed at 8.50a.m. any children arriving late will need to come into school through the main entrance. It is important that your child arrives at school on time. Children dislike being late and it can be disruptive for your child, other pupils and the class teacher.

At the end of the session (11.45am in the morning and 3.05pm-3.10pm in the afternoon) parents and carers are invited to come into the nursery cloakroom to collect their child. Please ensure that staff are aware of who is picking your child up as we will not be able to release children to anyone we don't recognise. If you are running late, please let the office know so that we can prepare your child.

Other arrangements may be in place for Nursery Breakfast Club or After School Club.

Uniform

Nursery uniform comprises of a royal blue sweatshirt and navy jogging bottoms. School sweatshirts with the Wallsend Jubilee logo on them are available to purchase from Emblematic. Please follow the links from our website ('Parents/Carers'-School Uniform Guidance) or use this QR code:



Jogging bottoms are ideal for nursery children as they are hardwearing, comfortable and manageable. These can be bought in local supermarkets. Children wear aprons for messy activities such as painting, water play and gluing. Children participate in P.E. in their school uniform, but please ensure they wear trainers on their P.E. day.

It is quite common for young children to have the odd 'accident' so we keep a stock of clothes to change them. If this happens, we would ask you to wash and return these clothes at your earliest convenience. On wet days if your child comes to school in wellington boots, please bring a change of footwear for nursery.

Please ensure all items of clothing, including footwear are clearly labelled, even footwear to avoid any confusion or missing items.

Jewellery, including earrings and studs are not suitable for wearing in school. These items can be dangerous particularly in P.E. lessons. Children who wear earrings which cannot be taken out will be asked to replace them with a pair of plastic spacers from the school office. Any children not adhering to this will be unable to join in with P.E. or any other physical activity

Outdoor Learning

It is policy in our Foundation Stage that we take the children out to explore their environment in all weathers, providing they are suitably dressed. We will provide all weather clothing for the children, but we would ask that you could provide a pair of Wellingtons that are left in school. Please ensure these are fully labelled.

Lunchtime

Children accessing our 30 hour provision can choose to stay at school for a school dinner or packed lunch. Our sitting for lunch is earlier than Key Stage 1 or Key Stage 2 so the children get a calm and quiet environment to enjoy their lunch. Members of the Early Years staff will stay with children whilst they settle into lunch times and will pass on any messages about how your child is coping. As part of our Early Years Curriculum, children are also taught how to hold a knife and fork correctly and the importance of healthy eating.

Nursery school meals are provided by Hutchison's Catering at a cost of £2.75 and are accessible through School Grid. Once we have received your completed admissions forms and your child is registered, you will receive a welcome email outlining how their service works. Meals are ordered by parents in advance where you are able to choose a meal that suits your child's taste. We would urge you to pre-order your child's meal as they may end up with something that they do not like. If your child has any dietary needs you will need to inform Hutchison's on nutrition@hutchisonscatering.co.uk who will ensure your child receives the correct meal.

Packed lunches should be in line with our "healthy school policy" and should be balanced. They should not contain fizzy drinks, chocolate bars or sweets. Anything that may be classed as a choking hazard such as

grapes should be cut in half and popcorn should be avoided. We are a nut free school so any nuts or products containing nuts such as Nutella are prohibited.

Milk and Snacks

All nursery children and children under 5 are entitled to free school milk. Once children are 5, milk is available at a subsidised daily cost. All children must be registered to receive milk, whether free or not. Details about school milk and online registration are available on www.coolmilk.com . Please register prior to your child starting school. Please note that dairy-free milk is not available from the Nursery Milk Scheme and would need to be provided by yourself.

Fruit is provided free of charge for all children.

What to bring

Children will not need to bring a lot to school as most of what they need is available from school, including changes of clothes. We ask that each child has a book bag that they bring on a daily basis. They will use these to carry anything that needs to go home. Please do not bring any other bags as our cloakrooms are very small and can be very congested. They will also need to bring a water bottle each day which contains water, not juice.

Early Years Pupil Premium

Similar to the free school meals funding for older children, some nursery children are eligible for Early Years Pupil Premium funding depending on the level of parents income. The eligibility criteria for EYPP is quite wide so people are often surprised that they qualify. Please complete the form in your pack to allow the Local Authority to make the necessary checks as this funding makes a difference to the funding we bring in to Early Years.

Toilets

The toilets for nursery children are located in the classrooms. When your child starts nursery, he/she will be responsible for managing toilet routines as independently as possible and so it is important that children wear clothes that they can manage themselves. We expect that children are toilet trained prior to starting nursery and the six weeks' holidays are the perfect time to do this. If you have any concerns or your child has a medical condition which will affect this please speak to a member of staff who can support you. We have separate boys' and girls' toilets in the main school and the boy's toilets have urinals in them. Small boys may not have had experience of these. Try to familiarise your son with these before he starts school.

Illness

If your child is ill, then it is sensible to keep him/her at home until fully recovered. Please remember that infections spread very quickly among young children. It is your responsibility to notify the school office by 9.00am on the first day of absence by calling 0191 814 1601 or on Parentmail. An answer machine message can be left. Any child suffering from sickness or diarrhoea, must stay off school for a full 48 hours after the last episode of either, to ensure any infection is out of their system.

Communication with School

Tapestry – In nursery and reception, we use an online learning journal called Tapestry to record learning in Early Years. When you log into Tapestry you will be able to see regular updates on your child’s learning, ideas to try at home and messages for home. It is also the perfect way for you to communicate with us and to upload observations of any special events or achievements at home. Once your completed forms have been submitted, we will be able to set up your account. Keep an eye out for the activation email which will enable you to start using Tapestry. You can access Tapestry via the Tapestry app or by using your browser.

There will be occasions when your child may appear in a photograph with another child, or in the background of a photograph. E-safety at Wallsend Jubilee Primary is very important to us, and it is vital that you do not share any images of other children anywhere else.

Arbor Comms / Parentmail – the school shares all correspondence via a central portal. This has been Parentmail, and we are changing provide in August 2026. Please look out for instructions for the new system (Arbor Comms) that will be shared in later August.

Learning in Nursery

Learning in Reception is through a compliment of adult led and child led learning and is very much play based. We follow the Early Years Foundation Stage Framework which divides the children’s learning into 7 main areas. We have high expectations for children’s learning and want them to be “the best they can be” in all aspects of their learning and development which is why we treat each child as an individual. Please use the school website to look at the areas of learning and to see the type of learning opportunities on offer.

Parental Involvement

In order to meet the needs of your child, we encourage as much contact as possible with parents. We are always available to discuss your child's welfare and any concerns or queries you may have. Parents/carers are also welcome to use the notice board. We recognise that education is a partnership between home and school and we welcome and value your support and cooperation. We hope that your child's Early Years, their most formative, will be both happy and rewarding. We aim to positively encourage your child to fulfil his/her own potential, providing a firm foundation for later school life.



