

## Welcome to Busy Bees Nursery & Pre-School

We are so pleased to welcome your child to Busy Bees nursery and hope that the next few weeks see them settle in to their new routine, make new friends and have lots of fun. Our motto at Busy Bees is 'Play with Purpose' and we encourage each child to explore, investigate, experiment, communicate and question in a safe, stimulating and nurturing educational environment.



### Calendar of events and schedule of learning topics

There is a full academic calendar, which will be available on application and on the website shortly, which explains all that will be happening over the coming year. This contains all key dates for holidays, party days, guest visits, school trips and activity days. In addition to this calendar, there will also be a schedule of learning (Long Term plan) that informs all parents of what we'll be covering in any particular month, including:

Phonics  
ee ur ow  
wh y au

- Monthly theme
- Weekly topic
- Numbers
- Phonetic sound
- Concepts



This helps all parents plan activities to support learning at home so that each child feels that learning is something happens in a variety of ways, in many different locations, with different people and not just at nursery - it doesn't have to be hard work, it just needs to be fun!

### Who is who at Busy Bees

#### Admin Staff

Ms Helen - Head of Nursery: Always somewhere around if you need any information or have any questions regarding your child or the nursery in general.

Ms. Nelly: - Reception/administrator: The first person you usually see in the morning with a bright smile and a welcome word for all. Ms. Nelly is in charge of the registration and reception area. She keeps all the records and makes sure that all the information that you need is readily available.

Ms.Teresa: the school nurse. All our children are regularly checked by the nurse to ensure their health and safety. Of course, every child has occasional falls, or bumps and bruises, so our nurse is there to help and make them feel better. Any incident in

the nursery is reported and recorded and you will receive a call to inform you of any incident. This does not mean that your child needs to be collected, but it is just to inform you as a courtesy.

Ms. Geetha: The daily running of the nursery is kept in check by Ms. Geetha. She helps out teachers and assistants, and makes sure that all the equipment and resources are available so that we can give your children the best experience each day.

### **Teaching Staff**

We are very proud of the diversity of nationalities of both our staff and students at Busy Bees and we celebrate the richness that this brings to educating children. All of our staff speak excellent English and this is the primary language used to speak to the children. All staff have experience in a variety of fields of primary education and are devoted to nursery teaching.

We have five classrooms in the nursery, which are separated into lower, middle and upper 'school', depending upon the age of the children. We also have an Arabic teacher, Ms. Aya, who sees each class on a daily basis and links the general curriculum for nursery to her teaching. Ms. Aria will be taking Musical Movement sessions with each class, which will give the children a chance to explore the different types of music from around the world and to learn simple movements to complement the music. Ms. Sandra will also be doing yoga sessions and PE lessons with your child to enable a healthy body and mind. Each teacher has an assistant who works closely with the teacher and students to help the activities to run smoothly, and assists your child in using the bathroom.

### **Lower School**

- ❖ Butterflies (12 - 24 months) - Ms. Sandra/Ms. Aria

### **Middle School**

- ❖ Dolphins (24 - 30 months)- Ms. Tabet
- ❖ Ladybirds (30 - 36 months) - Ms. Mona

### **Upper School / Pre-school**

- ❖ Kittens (3 - 4 years) - Ms. Tatiana
- ❖ Bunnies (3 - 4 years) - Ms. Bisma

### **The Facilities**

As you will know from your tour of the nursery, we are well-equipped to make sure that learning is centred around having fun. Each classroom has centres of learning which stimulate the children and which challenge them to develop their skills. Each upper class has a different area of learning, so the children move around the nursery according to the timetable, enabling a concept of exploration, discovery and skills. In

addition to classroom activities, the children also have sessions timetabled for arts and crafts, gym, music and dance, outside play, sand play, water play, library and interactive smartboard activities.

### **Moving towards a reduction in paper**

Here at Busy Bees, we are aiming to become as environmentally friendly as possible and to this end, we will be aiming to reduce the amount of paper used for schedules, newsletters, reports, etc. All nursery information will be added to the website and Facebook accounts, and all important information will be sent through our parent application - 'HiMama'. You will receive an email about this soon. Please ensure that you download the application and check it regularly, setting notifications on to ensure receiving all announcements. Please be patient with us at the start of the month of September as it is extremely busy and we need to concentrate on settling the children in as a priority. All information will be available by the end of September for viewing. Weekly updated information will also be displayed on the parent noticeboard in the entrance. SMS text messaging may also be used to contact parents so please ensure that Ms. Nelly has the correct contact mobile telephone numbers.

<p><i>A teacher's purpose is not to create students in his own image, but to develop students who can create their own image</i></p>
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