



UNIVERSITY OF PORTSMOUTH NURSERY ANNUAL REVIEW 2018/2019

Last year, we pledged....

'We will continue to support children and parents on arrival every day. We will continue to consult the children and buy resources in response to their choices and interests.'

Actions taken this year

We reviewed our practice when greeting parents on arrival and are now consistent in our approach. Children's choices and views were sought on the toys we offer. Children were given the opportunity to share their views with our annual child's questionnaire. Also this year, Ladybird children chose to make the role play area into:

- a shop
- a camp-site
- a 'nursery'
- a building site,
- Santa's workshop
- an office
- a home

Shared Values: Democracy

Nursery staff encouraged children to understand that their views count and to value each other's views. This year, when choosing which playground to use, (upper or lower), the Ladybird children were regularly encouraged to vote for their preference. The majority decision decides where everyone plays.

Parental involvement

With the help of parents, we made several successful trips to the John Pounds library. Lots of parents came to the children's Christmas party, our summer party and joined in with Boogie Mites music workshop.

Communicating with parents

To keep parents informed of events and information we sent out 4 newsletters via email, throughout the year. We regularly updated our messages on the foyer door and sent out a 'Coming Soon' note via email several times in the year. We offered 3 opportunities (November, February & May) for parents to come to a 'Progress Review week', with an appointment sign up chart on each room door. Parents were invited to make an appointment to speak to their child's Key Person.

Tapestry Online Learning Journal

This year we started the process of using an online software package to track children's progress and development and to keep parents informed. We wrote a comprehensive policy to make sure children are safe and a robust staff protocol so staff are aware of what is expected of them and how to use

Tapestry safely. We will start using Tapestry over the summer vacation 2019, with a view to rolling it out throughout the Nursery from September 2019 to January 2020.

Toys, equipment & resources

This year we spent some of the Nursery budget on purchasing:

- Caterpillars, which grew into butterflies
- 'Under the sea' small world resources
- Camping role play items
- Dolls of various ethnicities
- Non-fiction and fiction books
- Two new sheds for storing outdoor resources
- 5 Boogie Mites music workshops
- Several gardening visits by 'Garden Angels'
- Lots of messy play resources, jelly-beads, slime, cornflour, shaving foam, sand and clay
- A replacement trampoline
- *Paw Patrol* toys and figures
- The mobile farm visit, which was enjoyed by children, parents and staff alike
- A children's entertainer for the Christmas party

Safeguarding Children

This is always given the highest priority. We have robust procedures in place to keep the children safe. This year we decided to withdraw administering 'Calpol' for children's raised temperatures. If children are sufficiently unwell to need Calpol we requested that parents kept them at home. This is to safeguard the other children and Nursery staff against the transfer of infection.

Staff Development

Nursery staff attended staff development events on the following subjects:

- First Aid refresher (9 staff)
- Safeguarding children refresher (16 staff)
- Safer Recruitment - management (1 staff)
- Makaton (1 staff)
- Information Governance (1 staff)
- Outdoor Antics (1 staff)
- Boosting communication and language through movement (1 staff)
- Bouncing Babies (1 staff)
- Communication Rich Environments (1 staff)

Impact of Staff Development on our practice

First Aid We withdrew administering 'Calpol' for children's raised temperatures. First Aid advice showed that if children are sufficiently unwell to need Calpol, they should not be at Nursery. This is to minimise the spread of infection.

Safer Recruitment Managers liaised with HR to ensure our records on DBS checks are updated appropriately.

Information Governance Managers liaised with Sam Hill to ensure we are keeping Nursery records in accordance with GDPR regulations.

Boosting communication through movement We bought some finger lights and music CDs.

Bouncing Babies We changed our policy on allocating Key Persons. We will now wait until new babies and children start with us to see who they bond with best, before we choose their Key Person.

Parents Questionnaires 2018/2019

As a result of the University's 'People Strategy' and the 'Portsmouth Hallmark', we updated our annual questionnaire to include 3 new issues:

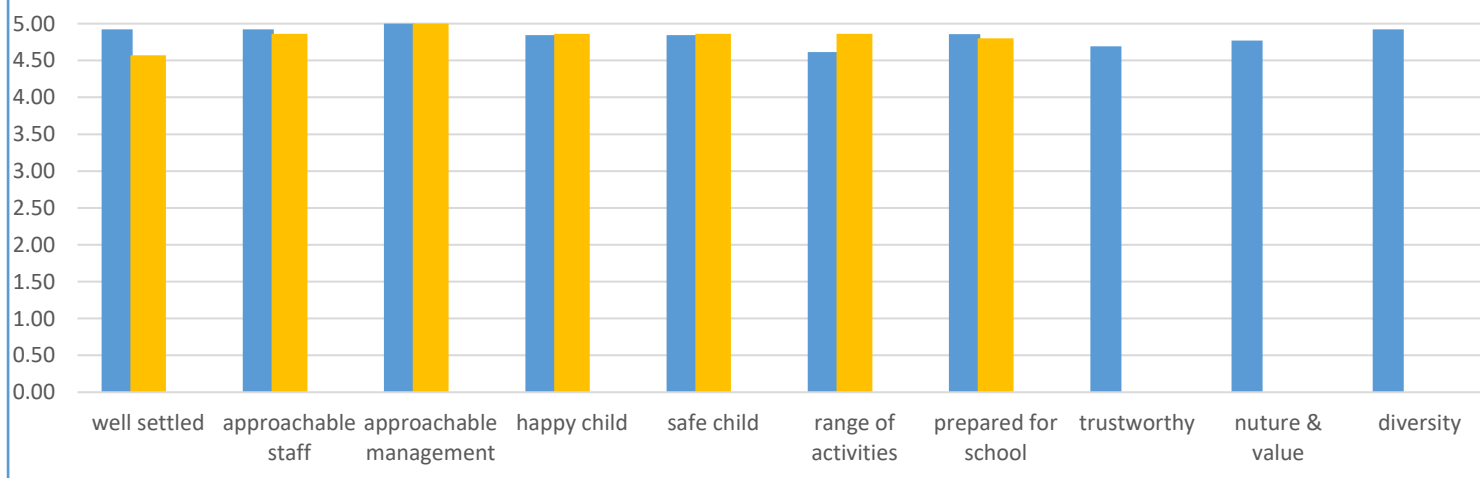
- *We are trustworthy and do what we say we will*
- *We nurture and value relationships and partnerships (with parents)*
- *We respect and celebrate diversity and equal opportunities through an inclusive culture*

35 questionnaires were given out to parents. We received 13 responses. The highest scores were for approachability of managers and how well we respect and celebrate diversity through an inclusive environment.

Blue columns show this year's results: **June 2019** (13 responses)

Yellow columns show last year's results: **June 2018** (7 responses)

Parent Questionnaires June 2019 June 2018



What we will be working on next...

We will review the Summer vacation trial of the *Tapestry* Online Learning Journal, make any changes required and will roll it out across the Nursery from September 2019 to January 2020.

Annual Review compiled by Nursery Managers, Francesca Sherren and Gloria Whitney