Welcome to Mill O’ Forest Primary Nursery

**FAQ regarding the extension of free Childcare and Education to 1140 hours**

1. **How many hours a week am I entitled to? If you want provision for term-time only the maximum hours are 30 per week, this will give you 6 sessions at a school nursery. However, if you require all year-round cover, 46 weeks, then you can only take 25 hours per week, which equates to 5 sessions per week. If you opt for all year round you must take 4 weeks holiday over the course of the year. School and nursery close at Christmas and New Year for 2 weeks. 1 morning = 1 session (5 hours)**
2. **How are my sessions allocated? When you apply in January you are asked to state your preference for sessions. When allocating sessions each setting will look at parent’s preferences and decide what works best parents, the setting and to maximise placements. This may mean mornings, afternoons, or a mixture of both.**
3. **Can I split my funding between settings? Yes, however it must be pre-arranged and both settings must be happy to proceed. Split placements should only be requested if essential to childcare needs. Parents should note that even if they opt for core hours at nursery, we still deduct the hours for the whole session as this is what you are being offered. i.e. core hours are 3 hours 10 minutes, however 5 hours are deducted. Parents should note that once a split placement agreement has begun it will continue for the full year of funding.**
4. **Does my child get school lunch? The children who attend the morning session and stay beyond core will get a cooked hot lunch from the school kitchen. There is only one lunch choice and allergy information is available. The afternoon class are also provided with a substantial snack i.e. soup and a sandwich. Menu’s will be sent home at the beginning of each term via Seesaw.**
5. **Do the children still have snack? From August 2021 parents no longer contribute towards snack. Funding will come from the Scottish government for a health snack of fruit and vegetables.**
6. **Do you provide breakfast/tea? No**
7. **Who provides nappies, pullups, wipes and nappy sacks? If your child is unable to use the toilet independently you will provide all of these, clearly labelled and replenished as stocks go down.**
8. **What are the session times? Morning 0800 to 1255 with Core times of 0845 to 1155, afternoon 1300 to 1800 with Core times of 1300 to 1610.**
9. **What are Core times? These are protected learning and teaching times which ALL children must attend.**
10. **Can I pick up my child at 1515 when I come to school to pick up my other children? No, as above the afternoon session will not come out until 1610 at the earliest.**
11. **Do I have to send my child at 0800 when I am coming to school at 0900 with my other children. No, you could choose to come in at Core Time (0845).**
12. **Can I swap between core and extended times? Unfortunately, we base our staffing levels for an 0800 drop off on how many children are here outside of core times therefore we will ask you to choose a time.**
13. **Can I take my child home anytime outside Core? We have set pick up and drop off times. Our morning gates will open at 1155 and 1245 for the morning children to leave before the afternoon children arrive. Our afternoon gates will open at 1610, 1710 and 1745. 1745 is our latest pick-up time as the school closes at 1800 and all staff have to be out.**
14. **How many staff work at Mill O’ Forest? We currently have a mixture of 12 full and part-time staff.**
15. **Will my child have a Key Worker? Yes, at induction you will find out which Group your child is going into and who their Key Worker is. Currently Mrs Ruickbie and Mrs Hay have the Red Group, Miss Ross – Blue, Mrs Watson – Purple, Mrs Eddie – Yellow, Mrs Kurouva – Orange, Mrs Corrigall – Green.**
16. **What do I need to bring with me each day? Your child should come in with a nursery bag, which contains clean indoor shoes and a change of clothes. Some parents pop in a spare pair of wellies which they can use when playing outdoors as it does get muddy and wet in our play ground. We also welcome sun hats in the summer and ask that you remember to apply sun cream to your children when it is required, especially as our outdoor area is bathed in sun for most of the day.**
17. **Do the children play outside daily? Yes, outside play and learning is very beneficial to all children, therefore we are outdoors most of the day. It is essential that the children are dressed for all weathers.**
18. **Can my child bring toys from home in with them? I am sure you will appreciate that we have many educational toys for the children to enjoy. Therefore, we encourage the children to leave their own toys at home.**
19. **How do we receive updates? Staff are on the gates at drop off and pick up times, we also have an on-line journal called Seesaw which is updated with your child’s progress and next steps weekly. If you would like a face to face meeting then please call us on 01569 690523 to arrange a suitable time.**
20. **How do I let you know who is picking up my child? At drop off staff will ask you to let us know who is picking up. That information is logged and if it changes later in the session we ask that you contact us. We always ask you to bring in potential family members and introduce them to us before you ask them to help. We will not release children to anyone we do not already have details of, and we cannot let the children go home with their siblings or family friends if they are under 16 years of age.**