MARSH HILL NURSERY SCHOOL

PROSPECTUS 2026-2027



Marsh Hill Nursery School, 275 Marsh Hill, Erdington Birmingham B23 7HG

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Ofsted Outstanding School 2013|2014

Ofsted Outstanding Provider 2017|2018

Ofsted Outstanding Provider 2023|2024

NURSERY SCHOOL PROSPECTUS
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TEL: 0121 464 3090

E-MAIL: enquiry@marshiln.bham.sch.uk
WEBSITE: www.marshiln.bham.sch.uk

Our Local Education Authority is:

Birmingham City Council
Education Department
Margaret Street
Birmingham
B3 3BU

Interim Director Schools and Employability:

Martin Fitzwilliam

Welcome to Marsh Hill Nursery School

Dear Parents,

Welcome to our school – we want your child to be happy! Your help is very important. A good working relationship between home and school is a significant aid to a child's early experience of school.

Please remember – you are always welcome in the nursery to talk to the nursery staff. The best time is usually at the end of the nursery session. If you want to discuss anything privately, please make an appointment with your child's teacher. If it is urgent they will see you at any time. If necessary, you can always speak to a senior member of staff.

Staffing at Marsh Hill Nursery School

Headteacher	Mrs. H. Masaun
Acting Headteacher	Mrs. S. Rathore
Assistant Headteachers	Mrs. J. Barker Mrs. M. Irabor
Early Years Teacher	Miss. J. Lothian
Teaching Assistants	Mrs. J. Bailey Miss. S. Guinan Mrs. E. Boyce
Playworkers:	Miss. M. Bibi Miss. K. Halliday Mrs. S. Qureshi Miss. L. Webb
Admin Assistant:	Miss. K Moore
Office Manager	Mrs. P. Sehra

School Organisation

Marsh Hill Nursery School is a LA maintained School and comes under the authority of the Director for Education and Skills. The Nursery has provision for up to 176 children, aged between 2 and 4 years. Children attend on a part-time basis, either for 5 morning or 5 afternoon sessions and are taught by qualified teachers and qualified early years practitioners.

We also offer a limited number of full-time places (30 hrs) for eligible working parents.

Aims and Objectives of the School

Aim: To provide a happy, safe and secure learning environment in which all individuals develop and flourish.

Objectives: To enable growth in the main areas of development.

There are seven areas of learning in the Early Years Foundation Stage (EYFS) that are split into two groups:

Three **prime** areas:

- Personal, Social and Emotional Development (PSED)
- Communication and Language (CLL)
- Physical Development (PD)

These form the essential foundations for all other learning.

And four **specific** areas:

- Literacy (L)
- Mathematics (M)
- Expressive Arts and Design (EAD)
- Understanding the World (UW)

The Curriculum of the school is designed to help achieve these objectives. In a nursery school the curriculum is embodied in activities rather than set lessons or separate subjects. Children learn through play-based activities at this stage – indeed play is the child's work. Unless children have acquired a task-like attitude to play it will be difficult for them to adjust to the more structured environment of a primary school later. It is important, therefore, that play in the nursery school should not be haphazard, or totally spontaneous. Our aim is to strike a balance between spontaneous play and structured or guided activities.

Our Teaching Programme includes varied activities designed to encourage children's development. Provision is made for imaginative play; for experience with natural materials (sand, water, clay); for designing, constructing and making; for experimentation in creative activities and for physical boisterous play. Through these experiences, children's powers of language and their

understanding of the natural and the built world will be extended. Physical abilities and co-ordination will develop and levels of concentration and persistence will be raised.

There is a great emphasis on language development in the school, particularly on concept-related language, which will later be the basis for mathematical understanding; on expressing language in sentences and using sentences in sequence; plus, a rich vocabulary, essential before children start to read.

Science, mathematics, information-technology, music and the humanities are also included in the curriculum, which is based on the curriculum guidance for the Foundation Stage.

Special Educational Needs

All the children have an equal entitlement to learning opportunities and those who may experience learning difficulties will be supported in partnership with parents and other agencies if necessary. Our Special Educational Needs Co-ordinator (SENDCo) will ensure that children will have support as outlined in the Code of Practice for Special Educational Needs.

For further information about the School's Special Educational Needs Policy, Disability Equality Scheme and Accessibility Plan, please see our website.

School Hours:

Full Time Pupils:

8.45am -2.45pm

Part-Time Pupils

Morning session	8.45 a.m. to 11.45 am
Afternoon session	12.20 p.m. to 3.20 pm

Registration and Departure

Arrival at school

Children should always be handed personally to a teacher – parents are welcome to come into the classrooms and have a few words with the teacher at the beginning or the end of the session. Please ensure that your child arrives at school on time. If you arrive after the doors have closed, parents are advised to wait with their child in reception until a teacher collects them at 9am.

Please ensure that the children are punctual as registers are sent to the office at 8.55a.m. and 12.30 p.m. Registers need to be accurate in case of an emergency evacuation of the school. If children are late, it is important that you inform us in order that the necessary adjustments can be made to the registers.

Departure from School

Please collect your child promptly. Young children get upset if they are left after all the children have gone home. **For safety reasons, only authorised adults will be allowed to collect a child from school and these adults must be specified beforehand.** If there is an unexpected change of person collecting, please inform the school by telephone as soon as possible, as staff will not let your child go with an unauthorised adult without confirmation.

Child Protection

Where there are concerns about a child's welfare, there may be a need to contact other agencies without first notifying parents or carers. This is a legal obligation and not a personal decision. The decision will be made in partnership between the Education Services and Social Care Services. The Designated Safeguarding Leads (DSL) are the Assistant Headteachers, Mrs Jenny Barker and Mrs Maria Irabor.

Food – Please do not send children with sweets, crisps, etc. A healthy snack and drink is provided daily in Nursery for children. We also ask parents not to give children sweets etc., when they collect them at the end of the session. Under no circumstances must nuts or nut products be bought onto the premises as we may have children with severe nut allergies. Please also avoid bringing in sweets/ chocolates/ crips and other unhealthy foods for your child's birthday. We are not able to distribute this. We have our own ways in school to celebrate these occasions and making each child feel special.

Illness – When children are unwell, keep them at home and **inform the school.** Staff do not give medicine to children at school for short-term conditions, so if your child is on a course of temporary antibiotics, please keep him/her at home. If your child has been prescribed an asthma inhaler, you must also provide us with one to keep in school. This must be prescribed by your GP and have the labelling to demonstrate this. Please mark it with your child's name and hand it to the child's teacher, with any special instructions for its use (written down). **If your child has been sick, or had diarrhoea, please keep them away from school for 48 hours after the last bout, to avoid passing on infections to others.**

Attendance – We pride ourselves on a high level of pupil attendance. Certificates are presented to individuals who achieve 100% over the year. Staff are required by law to record a reason for absence in the class register so parents are responsible for letting the school know.

Personal Insurance – The city carries no personal accident insurance on behalf of pupils. Parents who feel that this type of insurance cover is necessary for their children are advised to take out an appropriate policy with an insurance company. The personal property of pupils brought into school is not insured by the city. It is the responsibility of parents to ensure that such items of value are adequately insured through their own private policies. It is sensible to leave valuable items at home. The fact that the city does not have insurance cover in respect of personal accidents to pupils or their personal property would not of course affect its legal liability should it have in some way been negligent.

Photographs - Photographs are taken by the staff of special events, children playing, etc. as a matter of course, subject to the written approval you have provided to us. Photography by visitors is strictly forbidden. Mobile phones, smart watches with cameras, body cams and other forms of wearable technology capable of capturing images of the children are also not permitted for within nursery or anywhere on our site.

Complaints Procedure – If you should have any concerns about the education your child is receiving, please do not hesitate to come into school and discuss them. Most concerns can be resolved by talking to the relevant teacher and this should be your first action. If after a discussion with the teacher you feel that your concern has not been satisfactorily addressed, then you need to speak to the Headteacher, or Deputy Headteacher, who will try to resolve the matter. In the rare event that these steps do not resolve your complaint, our Complaints Procedure can be found on our website - Marsh Hill Nursery School - Home

Governing Body – The School has a legally constituted Governing Body. As a corporate body they carry responsibility for the strategic management of the school, enabling the Headteacher and staff to run it effectively on a day-to-day basis.

Safety Points

1. The safety of your child is our main concern. The main entrance to the school is situated on Marsh Hill dual carriageway and is signposted. This gate should be closed at all times to ensure your child's safety. This is especially important for parents to remember when they are delivering and collecting a child. **Please ensure your child's safety by closing the gate.**

2. For safety reasons, jewellery should **not** be worn in school. However, stud earrings are permissible.

3. **Dogs are not allowed on the premises**

4. **Parking -** Parents are asked **not** to park outside the school but to use the surrounding streets for on-road parking

6. **No Smoking** – smoking is not allowed anywhere on school premises

7. **Mobile Telephones and other forms of wearable technology** – must be switched off when inside the school building or on our grounds.

Here Are Some Ways You Can Help Your Child:

- Be generous with your time – listen and talk to them
- Read stories and talk about the pictures
- Teach them how to dress themselves – especially coats
- Show them how to use the toilet – including flushing the toilet and hand washing afterwards.

Here Are Some Ways You Can Help Us:

- **Name your child's clothes** (especially school sweatshirts).
- **Dress children in easy to handle clothing** – easy to undo and do up. A child may need to use the toilet urgently and belts and braces can cause problems. Leisure or tracksuits are ideal. Please send children with mittens rather than gloves in cold weather.
- **Do not dress children in "best" clothes.** Nursery school activities involve energetic outside play and messy 'hands-on' activities such as painting, pasting, etc.

Primary School –

Children in Birmingham can start school (reception) in the September after their fourth birthday. Example: If your child was born between 1 September 2021 and 31 August 2022, they will be able to start school in September 2026.

Responsibility for applying online

The School Admissions and Fair Access Service publishes information on its website to tell parents and carers about how to start their child at school. However, the responsibility for applying online for a child to start reception class remains solely with parents or carers.

When to Apply

Parents can apply for a place in the Autumn of the year before their child turns 4. You must apply for a place as soon as possible.

Attendance at a nursery class does not give a child automatic priority for a place.

Do not wait until your child is 5 years old, or your preferred school may already be full.

Further information and the application form can be found here…

School admissions | Birmingham City Council

If you require any help or support with the application process, please ask. We are here to help.

Travel to School

The school encourages everyone connected with the nursery to walk to school in order to increase physical activity and to decrease childhood obesity, urban congestion and air pollution. To find the best route, go to website www.schooltravelwise.org.uk.

FAIR PROCESSING NOTICE

General Data Protection Regulation (GDPR)

Marsh Hill Nursery School holds information on children in order to support their development, to monitor their progress, to provide appropriate pastoral care, and to assess how well the nursery as a whole is doing. From time to time the nursery is required to pass on some of this data to Local Authorities, the DfE and to agencies that are prescribed by law, such as Ofsted. Access to this information is strictly limited to those who need it to do their job.

Any information you give will be processed electronically and stored on computer for administrative purposes in accordance with the General Data Protection Regulation (GDPR) 2018 Article 6 'Lawfulness of processing' and Article 9 'Processing of special categories of personal'. If you would like more information about how the DfE use your information, then please go to the following website:
www.gov.uk/guidance/data-protection-how-we-collect-and-share-research-data

Please note that there are times when a safeguarding concerns for a child require us to contact Children's Advice and Support Service (CASS) without your knowledge or consent. For further details, please see further details within our Child Protection and Safeguarding Policy o our website - Marsh Hill Nursery School - Home

SCHOOL TERM DATES

ACADEMIC YEAR 2026-2027

Autumn Term 2026	Spring Term 2027	Summer Term 2027
Start	**Start**	**Start**
Tuesday 1st September 2026	Monday 4th January 2027	Monday 12th April 2027
To	To	To
Friday 23rd October 2026	Friday 12th February 2027	Friday 28th May 2027
Half Term	**Half Term**	**Half Term**
Monday 2nd November 2026	Monday 22nd February 2027	Monday 7th June 2027
To	To	To
Friday 18th December 2026	Thursday 25th March 2027	Wednesday 21st July 2027
Finish	**Finish**	**Finish**

During the year there will be 5 teacher training days used for teacher training, when school will be closed for the children. These will be published at the beginning of the 2026-27 school year.