

## Operations Policy

### Policy statement

Discoveries Montessori Nursery School aims to provide each child with a happy and stimulating first experience of school.

The nursery will be always set up in a way that accommodates and encourages the individual development of every child. This will be through child sized tables and chairs, low level shelving with the activities arranged and displayed in a way that can be easily selected and removed by the child.

As a Montessori nursery we aim to encourage freedom of choice, movement and independence within all six areas of the foundation stage. The activity timetable below is used as a guide as to how the school will operate on a day-to-day basis.

Time	Activity
9.00 am	<p>Welcome each child as they arrive at Discoveries and acknowledge the parent/carer and any questions or concerns they may have.</p> <p>The children are encouraged to hang their coats and to join each other in the book corner. A story may be read whilst children are arriving.</p>
9.20 am	<p>Once the children have arrived, we welcome each other.</p> <p>Register, weather, calendar, seasons, days of the week song, counting and numbers.</p> <p>Show and tell.</p> <p>Brief discussion of the day's activities, projects and the ground rules of the nursery.</p>
9.50 am	<p>Free choice of activities from all areas of the nursery.</p> <p>Individual snack involving recognising numbers, taking the specified amount, pouring, washing, wiping and cleaning</p>
11.15 am	<p>Weather dependent, the children change into Wellington boots and put on their coats for outdoor play and exploration.</p> <p>Alternatively, physical activities such as the parachute, quoits, skittles or ball games will be played indoors.</p>
11.45 am	<p>The children return indoors and settle for a story, songs and rhymes</p>
12.00 pm	<p>The children sing, "it's time to go home."</p> <p>For those staying for lunch, a story is read.</p> <p>Tables are cleaned and arranged for lunch.</p> <p>The packed lunches are set out in named positions around the communal table.</p>

12.10 pm	The children take it in turns to wash their hands and may begin their lunch once everyone is sitting at the table. When they have finished their lunch, the children wash their hands and put their lunch boxes away. They may then choose a quiet activity or rest in the book corner.
12.50 pm	The register is taken.
1.00 pm	free choice of activities, craft, group activities and experiments take place.
2.15 pm	The children change into their coats and Wellingtons for outdoor play or a nature walk.
2.45 pm	Return indoors for a story
3.00 pm	We all sing the good-bye song and the children are individually handed back parents/carers.
Specials	Thursday morning - Music with "Nick the Music Man" Tuesday and Friday Mornings - Cooking or baking with Sandra