

St Bees Little Learners Nursery



Dear Parent/Guardian,

Thank you for your enquiry regarding St Bees Little Learners Nursery.

We hope that this prospectus will provide you with all the information that you need

To make an appointment to view, please telephone us on 07840458870 and we will be delighted to arrange this for you. We advise you visit the nursery to ask any questions and talk to nursery staff.

We look forward to meeting you soon.

Yours faithfully

Kayleigh Robertson

Proprietor

St Bees Little Learners

St Bees School

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Introduction

At "Little Learners" we aim to create a friendly homely environment for your child with lots of opportunity to learn through play, within the guidelines laid down by Ofsted.

The nursery cares for children from birth to 5years, we are registered with Ofsted.

We aim to give parents the chance to balance family life and work responsibilities.

Our experienced and qualified team of staff who are all DBS checked will give your child the highest quality of care throughout the day and will regularly record your child's progress and development.

We offer you child the opportunity to acquire skills, learn to communicate, gain confidence and to have fun.

Opening Times

The Nursery will be open 5 days a week from 7.30am until 6.30pm, we are open 50 weeks of the year. We will be offering a breakfast and afterschool club open for ages up to 11year old.

Fees

Fees must be paid weekly in advance. They must be paid whether the child attends or not. If you experience difficulty paying your fees, please see the nursery manager.

Fees - £5.00 per hour

The nursery will make every effort to be flexible and accommodate your needs

Government Funding/Childcare Schemes

Free early education for eligible two year olds -

Check here to see if you are eligible <http://www.cumbria.gov.uk/childrenservices/childrenandfamilies/cfis/freechildcarefortwoyearolds.asp>

Free childcare for 3 and 4year olds -

All 3 and 4 year old children in England can get 15 hours a week for 38 weeks of the year. Additional hours are to be introduced..... details of this will follow.

Aims of the Nursery – Early Years Foundation Stage (EYFS)

Every child deserves the best possible start in life and the support that enables them to fulfil their potential. During the first 5 years of their life there are many stages of development taking place and a child's experiences of this can have a major impact on their future life chances.

The EYFS sets the standard that all early years providers must meet to ensure that children learn and develop and are kept healthy and safe. It works towards their readiness to move to a school environment by providing them with knowledge and skills to ensure good future progress in life.

Our Nursery aims to

- provide high quality care and education for children below statutory school age;
- provide a safe and stimulating environment in which children feel happy and secure;
- work in partnership with parents to help children to learn and develop;
- encourage the emotional, social, physical, creative and intellectual development of the children;
- encourage positive attitudes to self and others and develop confidence and self-esteem'
- create opportunities for play
- encourage children to explore the world
- provide opportunities to stimulate interest and imagination
- extend the children's abilities to communicate ideas and feelings in a variety of ways
- add to the life and well-being of the local community; and
- offer children and their parents a service that promotes equality and values diversity.

Assessment

Each child will be assigned a keyworker who will work closely with you child and be your first point of call if you have anything to discuss with us. The key worker will form a relationship with your child and will learn what their likes and dislikes are. All keyworkers are continuously assessing children through their play, if there is something they feel your child has improved on or has shown progression in a particular area, they will document this so that you are aware. We encourage you to do the same in discussions with your child's key worker so we can learn what your child is like at home as well as in Nursery.

Tapestry

We will be using software called Tapestry—an Early Years Online Learning Journal. Parents and carers are given their own log-in using their email and password (which is pre-set by us but can be changed by you to make it more secure) All our keypersons are given secure pin log-in number (which only work when the manager is logged in). Staff can then record and assess children linking to the EYFS curriculum, uploading photo or video media. Once saved and completed each observation is approved by the manager. An email is then automatically generated to parents/carers set up to that child's account and they are informed that an observation has been added so they can have a look and add any of their own comments to it.

If you cannot access the internet at home/work we will print out the observations for you

Playing

The day to day routines of the Nursery enable children to learn about routines and to follow rules which helps prepare them for school.

We provide a secure, caring happy and structured environment where the children learn through meaningful and constructive play using materials and equipment, which have been carefully selected by the staff.

Each of the activities in the Nursery provides a learning experience for children eg they are preparing for reading by becoming used to seeing their names on paintings and drawings. This, and other types of labelling, together with books in the book corner and storytelling enable the children to become familiar with the printed word and encourage an interest in books.

The children are preparing for writing by expressing ideas through drawings and learning how to hold and control pens and pencils.

There is preparation for mathematics by sorting, matching, selecting and ordering as they play with materials such as sand, water and construction toys. Jigsaws, games, painting, drawing and computer programs all encourage recognition of colour and shape.

The children acquire knowledge about the world and participate in physical education and outdoor play. They sing songs and rhymes daily, and also have opportunities to play musical instruments.

The children's increasing attention span is catered for both individually and in groups. Opportunities are provided for discussing, describing, questioning, listening and recalling so that the children's language skills are increased. Many practical skills are taught and encouraged during the daily nursery routine eg washing and drying dishes, going to the toilet (and washing hands) and tidying.

The children make new friends and learn to respect and care for each other. They learn to share and take turns and they become independent.

As there are so many activities in the nursery your child may not always take home evidence of his/her play (eg paintings, drawings or gluing.) However, whatever they do take home is always their own work.

We firmly believe that children learn more when they are allowed to create their own pictures, models etc but they do need encouragement and praise. What looks like scribbles to us could be a work of art to a child and we must value their efforts.

So when your child tells you he/she has been "playing" in nursery, please bear in mind that they have been very busy participating in numerous activities and learning many new skills through their play.

Outdoors

Outdoor play is an important part of a child's development and we will endeavour to balance the indoor and outdoor experience. We have a large, safe, fully enclosed outdoor play area with lots of equipment to encourage all areas of development. We also have access to a large grassed area and wood land to run around and explore.

Children's Development and Learning

The provision for children's development and learning is guided by The Early Years Foundation Stage (DCFS 2007). From September 2008 the Early Years Foundation Stage became law. This brings together Birth to Three Matters and the Curriculum Guidance for the Foundation Stage. Our provision reflects the four key themes and 16 commitments of the Early Years Foundation Stage.

A Unique Child

Child Development: Skilful communicator, competent learner.

Inclusive Practice: Equality and diversity, children's entitlements, early support.

Keeping Safe: Being safe and protected, discovering boundaries, making choices.

Health and Well-being: Growth and developing, physical and emotional wellbeing.

Positive Relationships

Respecting Each Other: Understanding feelings, friendship, professional relationships.

Parents as Partners: Respecting diversity, communication, learning together.

Supporting Learning: Positive interactions, listening to children, effective teaching.

Key Person: Secure attachment, shared care, independence.

Enabling Environments

Observation, Assessment and Planning: Starting with the child, planning, assessment.

Supporting Every Child: Children's needs, the learning journey, working together.

The Learning Environment: The emotional environment, the outdoor environment, the indoor environment.

The Wider Context: Transitions and continuity, multi-agency working, the community.

Learning and Development

Play and Exploration: Learning through experience, adult involvement, contexts for learning.

Active Learning: Mental and physical involvement, decision making, personalised learning.

Creativity and Physical Thinking: Making connections, transforming and understanding, sustained shared thinking.

Areas of Development and Learning.

Settling in policy

The settling in period is paramount for your child to feel safe and secure in the Nursery environment. The nursery wants parents/guardians to have the confidence in the nursery to look after the child's wellbeing.

The nursery allocates a key person to each child and family. You will be informed of this person once you have enrolled.

All parents/guardians are encouraged to visit the nursery with their child during the weeks before starting nursery. During these visits the nursery can work with the parent/guardian to decide on the best induction plan to meet the needs to the individual child. A gradual build-up of time can be devised at first to ensure the child and the parent/guardian is comfortable with the situation.

You are welcome to telephone the nursery as frequently as you like to enquire how your child has settled. You can visit the Nursery at any time; appointments do not need to be made.

Parents/guardians will always be contacted if their child becomes distressed during the Nursery session

Babies

The baby room provides a safe, stimulating environment to encourage babies senses, to give them freedom and space to move around and the opportunity to explore their environment and encourage development.

All babies will have an individual information sheet for the parents to write down their daily routine and any other information that could be needed. The key worker will complete a log for each day informing the parent/guardian of their day, their sleep times, what food and milk they have consumed, nappy changes etc.

We recommend that babies have been introduced to a bottle or cup to feed; this can be in the form of expressed milk or formula.

Mothers are welcome to visit or breast-feed their babies at any time.

The Nursery prefers parents/guardians to prepare their children's bottles at home, but Health and Safety must be considered during transport.

Parents/guardians must provide all of their child's personal hygiene requirements.

Parents/guardians must inform staff if any medication has been given to their child before coming to nursery

The Nursery staff will contact parent/guardian if any child appears distressed asking them to return to the nursery.

The Nursery requests that 1 year's olds are given finger food for lunch. Younger babies can be fed in respect of your wishes.

Babies are monitored every 10 minutes when asleep. This can be wherever is most suitable for your baby. We have cots in the baby room or if your child prefers we can put them in a pram to sleep.

For every baby we will provide you with a daily diary to inform you of what your baby has been doing at nursery throughout the day.

Toilet Policy

Babies/children who wear nappies

Please ensure you provide enough nappies and wipes to last your child throughout the Nursery Day

If your child requires nappy cream, please ensure you supply the cream.

Potty Training

It is important that the nursery follows your child's routine with regards to potty training. When you think your child is ready please discuss this with your child's key person.

Signs to look for

- Nappy frequently dry

- Child tells you when their nappy needs changed

- Child can follow simple instructions

These signs do not usually appear until after 18 months

In case of accidents please can parents/guardians provide two sets of clean clothes, ensuring that the clothes are clearly labelled with the child's name

Dress code

Footwear – Please provide indoor shoes marked with your child's name. Please no flip-flops or wellington boots for indoor play.

Old clothes – please don't bring your child in their best clothes, they are going to be having fun and don't want to be worrying about ruining their best clothes.

Outdoor clothing – please provide your child with wellington boots and waterproof clothing, jacket and pants or all in one. These should stay at the nursery as we will be using them every day.

For the sunny days please ensure your child comes with a sunhat and sun cream and for winter a hat, gloves and scarf.

No jewellery (e.g. rings, earrings etc) is to be worn by either boys or girls as we do not consider them either safe nor appropriate for the nursery school age range.

Food and Drink Policy

Snack and meal times are an important part of the nursery day. Eating represents a social time for children and adults and helps children to learn about healthy eating.

The children will be provided with 1/3 pint of milk, or water if preferred. Children are able to access drinking water throughout the day.

Formula can be provided for babies under 1 (no choice of brand) or bottles must be prepared and brought in daily.

The nursery will provide a mid-morning and afternoon snack – we aim to promote healthy eating. In order to keep the fees to a minimum the nursery would very much appreciate if parents/guardians would bring in a piece of fruit or vegetable each day.

If your child is at the nursery at 12.15 they will require a packed lunch. We highly recommend healthy foods. Please no crisps, sweets or chocolate bars, there is no need to provide a drink. If you would like any advice or suggestions regarding the lunch you provide for your child please speak to a member of staff.

If your child is in the nursery later than 4.30pm you are welcome to provide them with a 'finger food' tea. It's important that foods are transported as safely as possible to Nursery. On arrival foods are placed in the storage shelves in the individual child's space.

For babies less than 1, milk must be labelled and can be put directly into the nursery refrigerator.

Some children have a life threatening allergy to nuts, therefore the nursery request that no nut products to be brought into the nursery environment. This includes peanut butter

Sickness

Please inform the nursery if your child is going to be absent. Any child suffering from infectious illness such as chicken pox should be kept at home. For illnesses such as sickness and diarrhoea the child should be kept at home for at least 48 hours after the last bout. If you need advice on the incubation period of infectious diseases you should contact your GP. Should a child become ill, efforts will be made to contact the parents or nominated carer.