



Choosing a nursery is an important decision for you and your family, therefore we hope the following information will answer your questions about our aims and standards of childcare and education to enable you to have complete confidence that you are making the right choice.

#### **The Nursery**

- Open Monday to Friday 7:30am - 6:00pm
- Open 50 weeks a year
- Has continuous staff development
- Works in partnership with parents
- Offers nutritious balanced hot meals freshly prepared daily on the premises
- Accepts all employer childcare vouchers

#### **Security**

A security entry system is placed at the entrance to ensure access by authorised persons only. We require notification of who is authorised to collect your child from nursery. Under no circumstances will a child be allowed to leave the premises unless with a previously identified, authorised person.

#### **Introductory Sessions**

Before your child begins full days or sessions at Little Dreams Nursery, we would recommend that you and your child visit on several occasions for short introductory sessions. You are encouraged to stay with your child until he or she settles after which time we would suggest that you leave for short periods until both you and your child are relaxed and comfortable in the nursery setting. No charge is made for the introductory sessions.

Children learn very quickly that nursery is a fun, friendly place to be, therefore the settling-in period is rarely as difficult as you might imagine.

#### **Additional Support Needs**

If your child requires extra support for any reason, either on a temporary or permanent basis, we will make every effort to provide this support. The nursery staff are experienced at working closely with parents and other professionals such as Health Visitors, Speech and Language Therapists and Paediatricians to help your child reach their full potential. (Also See Inclusion Policy)

#### **What do I Bring?**

Depending on our child's age and stage of development you will need to provide formula or breast milk, nappies, soft indoor shoes, suitable outdoor clothing, and a change of clothes. If your child has a comfort toy, blanket, or a dummy you should also bring these to nursery.

#### **Sleep Times**

We have a separate sleep room where your child can use a cot, bouncy chair, or a small bed for their sleep times. Each child has their own bed linen and are calmly settled for their sleep by the nursery staff.

## **Admissions Policy - (CONT)**

### **Clothing and Personal Property**

Your child will be involved in messy activities at nursery and although the staff will encourage them to wear aprons whenever possible, we would advise that your child does not wear 'good / expensive' clothes to nursery as accidents can happen. It is helpful if you mark all your child's belongings with their name as it can be difficult for our nursery staff to locate unnamed items.

We would also recommend that your child does not bring toys from home as they do become upset if items become mislaid or broken. Favourite books and comfort toys are of course always welcome.

### **Illness**

For the health and wellbeing of all children attending Little Dreams Nursery, your child should not come to nursery if they are suffering from an infectious illness.

If your child suffers from a non-infectious illness or an allergy, we will endeavour to accommodate any special requirements they may have.

### **Medication**

Parental permission is required for all medication to be administered at Little Dreams Nursery.

### **Promoting Positive Behaviour**

Positive behaviour is promoted at Little Dreams Nursery through praise and encouragement from the nursery staff. Children receive little attention for negative behaviour; therefore they quickly realise that the positive behaviour will be rewarded.

Our staff will keep you fully informed if your child requires support in this area at any time. If a pattern of behaviour causing more concern develops, we will discuss this with you and agree steps to move forward in the best interests of your child and the nursery.

### **Activity Planning**

The nursery staff plan activities to meet the children's individual learning and will link to the Curriculum for Excellence. These plans are flexible and respond to your child's individual interests, needs and developmental stage. There will be a broad, balanced range of activities.

Planning for children under 3 years is less structured and responsive following the Pre-Birth to Three guidance, which will meet each child's needs and abilities

### **Daily Report Sheets**

When your child is in small Baby Room (0-2's room), you will receive a daily report sheet detailing your child's eating and sleeping patterns, fluid intake, nappy changes, and information about the activities your child has participated in that day. The nursery staff will discuss your child's day with you verbally, however the daily report sheets are a useful reference to take home.

### **Progress Reports**

Each child at Little Dreams Nursery, (at Pre-Birth to Three stage and Curriculum for Excellence stage), have their own online learning journal which staff complete regularly to record your child's observations and achievements. The learning journals can be securely accessed by parents at their leisure. Parents will receive a link to the learning journals and then they will set a password / pin to access your child's journal. You will receive two progress reports per year detailing your child's progress and development, but you can view their learning journals at any time.

### **Parents Evenings**

Parent Evenings are held twice a year for all children via Microsoft Teams. Although the nursery staff are available daily, this gives you the opportunity to discuss your child's progress / development or areas of concern in more detail.