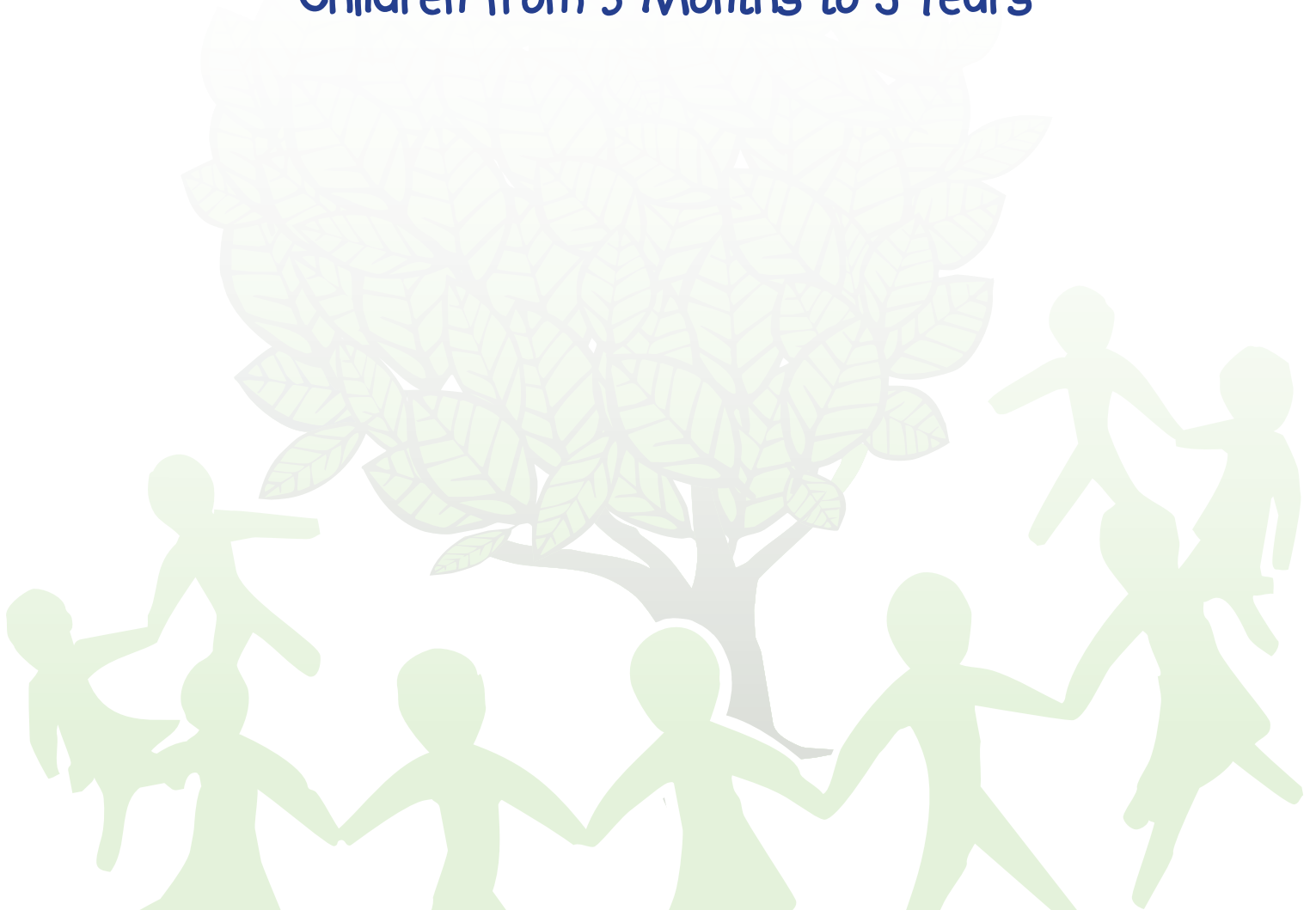




Outstanding Inspirational Day Care for  
Children from 3 Months to 5 Years







Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

## Welcome

We are pleased to present information on how our nursery is organised, and a taste of the beliefs and philosophy that underlie how we care for children. We hope the information is a useful introduction to our nursery and would be delighted to tell you more.

Rachel Hanham

Manager

## Contents

- 🍃 Philosophy, Aims, Registration Body
- 🍃 Location, Staffing
- 🍃 Food, Facilities
- 🍃 Curriculum,
- 🍃 Fees & Sessions, Settling in
- 🍃 How can I get help with my childcare costs?







## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years





### Philosophy

At the Verwood Day Nursery we believe in:

-  Fun for all
-  Care for all
-  Learning for all

### Aims

Our primary focus is to provide care of the highest quality for both local families and those from a wider area. We intend to do this by:

-  Providing a safe, homely, fun and inspiring environment filled with enthusiastic, experienced and knowledgeable staff
-  Planning experiences that are child centred and respect each child's individual needs and interests
-  Establish a partnership with parents, supporting them and acknowledging them as the first educators of their child
-  Providing our youngest children with an environment that is warm, safe and stable and that will stimulate and nurture their individual needs

### Registration Body

We are registered with Ofsted who inspect us against sections 49 and 50 of the 2006 Childcare Act and the regulatory framework of the Early Years Foundation Stage 2017.

### Safeguarding Children

The safety and security of all children is our priority and we are committed to responding promptly and appropriately to all incidents or concerns of harm or abuse, working closely with the local safeguarding children's boards and recording any concerns or referrals in accordance with our child protection procedures.

Our safeguarding policy is displayed on our parents notice board, in our visitors signing in book and freely available on request.



## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### Location

The nursery is in Verwood, on the Dorset and Hampshire borders. Located on a quiet road next to Potterne Park. It is easily accessible from the main commuter routes in and out of Verwood. The nursery ideally located for local families and those commuting from further afield. Please see our map at the back of this brochure.

### Staff





We are passionate about what we provide and therefore we recruit carefully, employing staff who have the qualities needed to promote an environment of caring, friendly and professional relationships with you and your child.

As a company we reward our staff well and encourage growth and opportunities within all our settings. When we undertake recruitment we carefully consider the needs of the nursery to ensure we maintain a balance of skills, qualifications, experience and specialisms.

All our staff possess an NVQ Level 3 or equivalent. We employ two Early Years Professionals who each hold a Level 6 qualification. All our staff are required to hold current certificates in Paediatric First Aid, Food Hygiene and Child Protection and will be encouraged to take up training that is relevant to their own professional development as well as the needs of the nursery.

### Settling in Procedure

We attach huge importance to settling your child into nursery life and once we have received the completed registration form, we will send you a welcome pack. This pack contains -

-  Our parent handbook with more information about the nursery and our policies
-  Information about our online Learning Journals and a permission form for us to use it for your child
-  Details of how you can prepare your child for their first day at nursery
-  Information about our home visit service enabling us to meet you and your child at home and begin completing the settling paperwork together.

Settling-in sessions of one hour each are provided free of charge and are a time when your child's relationship with their key person begins to develop. Staff will work with you to build an overview of your child's care needs and interests which will form the basis of their learning journey with us. This is also an opportunity to discuss permissions forms and medical or dietary needs.

We recommend a minimum of two visits and can arrange more if necessary.



## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### Food

We believe that a good diet is essential for happy, well developed, healthy children, therefore we provide 3 balanced and nutritional meals and snacks each day which will give your child the energy and nutrition they require to enjoy their time at nursery.

All our meals are planned and home-made on the premises by our experienced chef. We use fresh fruit, vegetables, fish and meat all delivered to our door as well as seasonal fruit and vegetables which the children grow themselves. Our menus run on a 4 week rotation and are on display in the nursery and on our website.

We are aware that some children have specific dietary or religious requirements and following discussion with the nursery manager, can be catered for. We provide a nutritious breakfast (up to 8.30am), fruit and milk or water as a mid-morning snack followed by a two course home cooked lunch and an afternoon tea. Younger babies will be given milk and weaning foods you have provided, at times to suit their individual needs.

Mealtimes are important social occasions in the nursery and we support the children to be independent and encourage them to experience different flavours. Staff enjoy lunchtimes with the children eating together and encouraging the development of social skills.




We support mothers who wish to breast feed and offer a quiet and comfortable place for feeding. We are able to store breast milk while your child is at nursery.

### Facilities

The nursery is housed within a bright attractive building with spacious playrooms in which we are able to create a warm and friendly atmosphere. We take the safety and security of the children very seriously and the building reflects this with the needs of the children in mind. The ample off road parking offers safe dropping off and collection times.

The nursery uses both floors of the building with the younger babies and toddlers being accommodated on the first floor in their own dedicated unit perfectly designed to meet their needs. On the ground floor we have three large attractive rooms and a library for the children aged 2 years and over, with access directly to the outdoors.

Our outdoor areas are fully enclosed and include:

-  An all-weather play area that provides an extension of the nursery and allows free-flow play
-  A large rear garden of one acre consisting of an orchard featuring a wooden play trail, vegetable garden, mud kitchen, dens, bug garden and our outdoor learning classroom The Willow House. All of which provide endless opportunities for discovery, creativity, imagination and investigation.
-  A separate enclosed, shaded and safe area dedicated to our youngest babies providing a place to crawl, walk and explore.

Entry into the nursery is controlled and no unauthorised person is admitted to the premises, all visitors are accompanied at all times and we have procedures in place for the collection of children by an unfamiliar adult. The nursery operates a no mobile phone policy.



## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### Curriculum

Using the Early Years Foundation Stage we fully embrace the ethos that the curriculum should be child centred, respect their individual interests and learning styles and is developmentally appropriate. We offer a range of carefully balanced experiences that focus on:

- 🍃 Developing creative thinking
- 🍃 Language skills
- 🍃 Mathematical and scientific understanding
- 🍃 Using imagination
- 🍃 Extending physical skills
- 🍃 Experiencing books, stories songs and music
- 🍃 Practising decision making and problem solving
- 🍃 Promoting care and concern for others
- 🍃 Respect for the environment as well as opportunities for fun and friendship

For our youngest infants we offer sensitive baby care through the individual attention of caring staff who nurture their natural curiosity and support development such as learning to feed themselves, learning to crawl or walk and learning to explore the world around them. We follow individual sleep and feeding patterns to maintain consistency with home life and to foster a feeling of security.

For toddlers and older children we offer experiences in a wide variety of play and learning activities building on their natural desire to make relationships, explore and discover. We encourage their developing social awareness, and help their growing self-esteem, self-confidence and independence.

We use careful observation and regular assessment of each child's development to plan for their play and provide experiences and resources that create a desire to investigate and learn, using their individual interests as our starting points. We document all this in their personal Learning Journey via our online system.

Our outdoor play areas are a vital resource supporting each child's fast growing physical abilities and challenging their skills whilst providing them with the sense of freedom and opportunities to be at one with nature, essential elements for early childhood.

The nursery is resourced with materials that provide opportunities for developing confidence, becoming problem solvers, making relationships, exploring and discovering and allow children to progress at their own pace within an environment that respects them as individuals.



## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### Parental Involvement

Parents are encouraged to become involved as much as possible in nursery life and we do this in a variety of ways –

- 🍃 Using our online Learning Journeys
- 🍃 Daily communication and information sharing at drop off and handover times
- 🍃 Parents evenings are offered regularly with your child's keyperson
- 🍃 Nursery events such as our annual Egg Hunt, Sports Day and Christmas Fair
- 🍃 Our open door policy promotes regular feedback and a chance to discuss worries or concerns.

### Sessions and Fees

The nursery is open on weekdays from 7.30am to 6.00pm with exception of English bank holidays and a period of closure between Christmas and New Year.

<b>Our sessions are:</b>		<b>Our daily fees are:</b>
Full Day	7:45am to 6.00pm	£56.00
	7.30am to 6.00pm	£57.50
Mornings	7:45am to 12.45pm	£32.00
	7.30am to 12.45pm	£33.50
Afternoon	1.00pm to 6.00pm	£29.00
Full Time 5 full days	7.45am to 6.00pm	£51.50

All fees are inclusive of meals and refreshments and a minimum attendance of two sessions per week is required.

Fees are payable in advance and a non-refundable deposit is required at registration which is then credited to your final invoice. By signing the registration form you are agreeing to abide by the nursery's terms and conditions.

We offer a sibling discount of 5% and an early starts contract which are both subject to terms and conditions.

### Referral reward

Refer a friend or colleague to the nursery and you could receive £100 credit as a thank you. Please see our terms and conditions for full details.

### Holiday discount

The nursery offers a 50% holiday discount each year for children up to the age of 3 years for the equivalent of two weeks calculated pro rata. Written notice of 6 weeks is required for the discount to be applied and then the relevant amount is then deducted from your monthly invoice.

Once a child is receipt of government funding or attends on a term time only contract, they are no longer eligible for the holiday discount.








## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### Term Time Only Contract

We are also able to offer term time only attendance for parents. This option means that there is no attendance and no charge made for the following periods -

-  2 weeks at Easter
-  6 weeks in the Summer
-  1 week at Christmas

The dates are determined as per Dorset school term times and a minimum attendance of 3 full days week or equivalent are required.

### How Can I Get Help With My Childcare Costs?

#### Funding for two year olds

Depending on your personal circumstances, your child may be entitled to 2 year old funding.

For more information please have a look at: [www.dorsetforyou.com/twoyearolds](http://www.dorsetforyou.com/twoyearolds) to find out if you are eligible. If so you can apply online or call: 01305 221066 for more information.

Some parents will also be issued with a 'Golden ticket' directly from Dorset County Council. This automatically confirms your eligibility to receive the 2 year old funding.

#### Funding for three and four year olds

All families with a 3 and 4 year old child are eligible for the universal funding offer of up to 15 hours a week term time or a total of 570 hours taken throughout the year. (A child becomes eligible for the funding the term after their 3rd birthday).

### Tax-free Childcare and 30 Hours Funding

Tax-free childcare and 30 hours childcare are two separate government schemes, to help parents with the cost of childcare.

To qualify for either scheme, parents must be working and each earning at least £120 per week (on average) and not more than £100,000 per year.

Parents can use Tax-Free Childcare alongside the 15 and 30 hours funding but can't use it at the same time as they receive childcare vouchers, universal credit or tax credits.

#### Tax-free childcare

Parents are able to open a new childcare account and for every £8 you pay into your account, the government will pay in an £2. You are entitled to receive up to £2,000 government support per child per year towards your childcare costs. Payments to the nursery are then made directly from this account.



## Outstanding Inspirational Day Care for Children from 3 Months to 5 Years

### 30 hours funding

The extended entitlement for 3 and 4 year olds will support parents to get back into work, or work more hours. If you are eligible, you can get an additional 570 hours funding a year, so 1140 hours in total either taken as 30 hours per week term time or stretched across the whole year.

### Tax credits and universal credits for childcare

Depending on personal circumstances some families will qualify to receive either tax credits or universal credit to help with the cost of childcare.

### Childcare Vouchers

If your employer offers childcare vouchers or arranges your childcare, you can get up to £933 a year in tax and National Insurance savings.

The amount you can get in childcare vouchers depends on how much you earn and when you joined the scheme. You pay for your childcare before tax and National Insurance deductions are made. You can't use childcare vouchers at the same time as Tax-Free Childcare. Over time, Tax-Free Childcare will replace childcare vouchers and childcare arranged directly by your employer.

Childcare vouchers will remain open to new joiners until April 2018. Parents already using childcare vouchers can continue to do so after this date, as long as the employer continues to offer them.

### Flexibility

We endeavour to offer parents the greatest amount of flexibility in the way funding is accessed. We are able to offer 15 hours or 30 hours a week term time over 38 weeks or stretched across 51 weeks. We also offer flexible session times (subject to availability) allowing you to access childcare that meets your individual needs.

If your child attends for more than the funded time or uses the nurseries additional services, supplementary costs will be applied and are dependent on the sessions attended, but will not exceed the nursery session fees. (A copy of our additional service charges is available on request).

Regretfully, due to life threatening allergies within the nursery, we are unable to accept children's food or drinks from home.

### Applying For Help With Your Childcare Costs

Check your eligibility and apply online on the government's Childcare Choices website [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

Childcare  
Choices

Supporting families  
with childcare costs

[childcarechoices.gov.uk](http://childcarechoices.gov.uk)



 HM Government





Potterne Way, Verwood, Dorset BH21 6RS

Telephone: 01202 822338

email: [info@verwooddaynursery.com](mailto:info@verwooddaynursery.com)

[www.verwooddaynursery.com](http://www.verwooddaynursery.com)