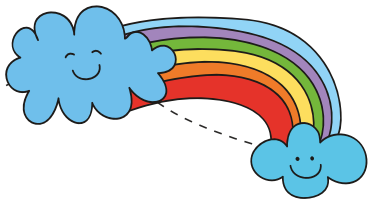


# Ribby Hall Village NURSERY AND PRE-SCHOOL



## ABOUT OUR NURSERY

Our Nursery is situated within a safe and friendly village environment surrounded by 100 acres of landscaped grounds and woodland. Our nursery is purpose-built to allow our children room to grow and develop in a safe and secure environment that's nurturing, stimulating and allows for emotional and educational wellbeing. We are proud to provide excellent childcare with experienced, qualified, caring staff.

Due to our extensive grounds, it means that the children that attend our nursery can enjoy exploring the nature trail, daily nature school activities in the woods, visiting the on-site zoo and feeding the ducks amongst the many other outdoor activities we have to offer. And, we aren't short of indoor activities either, we also have access to an indoor soft play area, weekly yoga sessions and PE lessons in the Health Club

Each of our rooms is equipped to a high-standard with age appropriate activities which allow our children to develop and learn through play. Our large variety of stimulating resources allows our experienced staff to plan educational activities to ensure your child makes good progress during their time with us.

We believe passionately that the children in our care should be provided with the highest quality, fresh food which is why we have a team of dedicated chefs who will prepare all your child's meals meeting any special dietary requirements.

## OUR AIMS AND PHILOSOPHY

- All learning is achieved through play.
- To provide a safe and happy environment for children to learn and develop, gaining confidence, independence and self-worth.
- To give children the opportunity to develop an appreciation of the world, learning about other cultures and showing respect towards the beliefs of others.
- To establish excellent active relationships with parents whilst working together to provide the best outcomes for children.
- Ensuring our children follow the Early Years Foundation Stage Curriculum.
- Providing a caring environment for our children to grow and develop independently. Whilst enabling children to have their own identity and encourage positive and socially acceptable behaviour.

## EARLY YEARS FOUNDATION STAGE CURRICULUM

The Early Years Foundation Stage Curriculum (EYFS) sets the standard for the learning, development and care of your child from birth to 5 years old. These standards ensure your child will learn, develop and are kept healthy and safe.

Within the EYFS framework there are seven areas of learning and development. These are made up of three prime areas and four specific areas of learning.

Children mostly develop the three prime areas first, these areas are communication and language, physical development and personal and social development. These prime areas are those most essential for your child's healthy development and future learning.

As children grow, the prime areas will help them develop skills in four specific areas, these are literacy, mathematics, understanding of the world and expressive arts and design.

At Ribby Hall Nursery and Pre-school, all of your child's learning will take place through play. Staff will provide a range of challenging and enjoyable activities and experiences through a mix of child-led and adult-focused play. Through their play, EYFS practitioners will help your child to extend their vocabulary and develop their communication skills.

Your child will have a keyperson during their time with us who will work in partnership with you. Tapestry is an online platform used by the nursery and pre-school practitioners to share photos and information about your child's time at nursery and pre-school. You can expect to receive fortnightly updates and photographs from your child's keyperson via Tapestry as well as the keyperson being available to speak with you at the end of the day.

## BABY ROOM

Our bright well-equipped baby room caters for 24 babies from three months to two years. Our team of friendly staff will cater for all your baby's needs, from taking care of their personal needs to close contact affection and interaction.

Close parental liaison is encouraged with pre-visits to help continue the daily routine you have established at home.

Within this room we have two changing stations, sand and water tray, a selection of treasure baskets, a comfy story area

with a large selection of books and a messy area for lots of creative messy play.

We have a pram/buggy bus which holds six babies along with quadruple pushchairs to take your child for visits around the village, we often stop off in the warmer months to have picnics on the park, feed the ducks and watch the fish swim in the pond at "Mr McGregor's" garden.

## THE TODDLER ROOM

The children in this room are aged from two - three years old and have a variety of toys and planned activities prepared by the experienced childcare practitioners to enhance their learning and development. These children will be introduced to numbers, colours and shape recognition. Social interaction will also be encouraged through play and yoga lessons. This room is over two floors.

Children will take part in circle time, singing nursery rhymes and joining in with morning and afternoon registration. Outdoor play is encouraged through well-planned, outdoor activities in our secure play area where they will have access to sand and water play, a selection of tricycles and a planting and growing area.

## THE PRE-SCHOOL ROOMS

These children are aged from three years old and leave this room when they start their new journey to 'big school'.

Within our lower and upper pre-school rooms we focus on school readiness, we do this by encouraging children to be independent. This is developed through a variety of activities from serving their own meals at lunch time, to putting on own coats and shoes and beginning to manage our own personal needs.

In our Pre-School rooms we have a more structured routine, just as your child will have when they begin school. We have registration twice a day and children are encouraged to share experiences, ideas and join in with discussions during our circle time. We talk about the feelings of others, other cultures and beliefs and we share and value one another's opinion.

## RULES AND REGULATIONS

We adhere to a series of rules and regulations at Ribby Hall Village Nursery, as we believe they are necessary to maintain our high standards.

A full copy of the childcare department policies and procedures is available to view at [www.ribbyhall.co.uk/nursery-pre-school](http://www.ribbyhall.co.uk/nursery-pre-school). We also have a copy displayed in our reception area. If you require a copy of these in another language please speak with a member of the childcare team who will be happy to provide this.

## AGE OF ADMITTANCE

Ribby Hall Nursery provides excellent quality childcare for children aged 3 months to five years.

## NURSERY RATES

Please see website for up-to-date price information.

All fees will be reviewed annually.

## OPENING TIMES

A full week is 5 days, Monday to Friday 8am – 5.30pm

Late collection will incur a penalty charge of £10

We close on bank holidays and over the Christmas holidays

## CHILD COLLECTION

Please inform us of persons collecting your child by giving a full description of the person including a photo if possible, a password and the person's name. Without this information we will not allow your child to leave.

## PAYMENT

To secure your child's place at Ribby Hall Nursery, a deposit of a week's fees is to be paid in full. This deposit is non-refundable. This will be used against the first week's nursery fees once the child has commenced sessions.

Fees are paid monthly in advance. If you wish to cancel or reduce sessions we require 4 weeks' notice. All monies will still fall during the termination period regardless of whether the child attends the nursery sessions.

Payment of nursery fees can be made using the following methods: credit/debit card, childcare vouchers and tax free childcare. All payments are to be made directly to the nursery.

The nursery is closed for one week over the Christmas period and bank holidays, no fees are due for this period. Other than the weeks that encompass a bank holiday or the Christmas week fees are payable 52 weeks of the year, there is no reduction for holidays or refunds given for sickness.

## FOOD AND SNACKS

All meals are prepared onsite by a team of experienced chefs; all dietary requirements can be catered for. If you have a specific request please discuss this further with the nursery manager prior to your child starting with us.

Breakfast is available between 8am and 9am; this consists of cereal toast, crumpets and milk or water.

Lunch is served between 11.45 and 12.45 (please see an example lunch menu below)

Tea is served at 3.45; tea consists of a selection of sandwiches or wraps, vegetable sticks and fresh fruit or yogurts.

### EXAMPLE LUNCH MENU

Example Lunch Menu:

Monday:

Sausage casserole, hash brown & crusty baguettes

Tuesday:

Jacket potato, cheese, beans & coleslaw

Wednesday:

Cottage pie, broccoli, carrots & sweetcorn

Thursday:

Roast chicken, roast potatoes, Yorkshire pudding, broccoli, carrots, sweetcorn & gravy

Friday:

Baked cod goujons, oven baked waffles and beans

Fresh fruit or yogurts served after meals

All meals are included in the fees. If children are not yet eating a full diet we ask parents to provide their usual milk. Due to government guidelines we cannot accept pre made formula milk. Please provide bottles and powdered formula in the original container and inform your child's key-worker of the quantity required for your child. If you are providing breast milk please ensure that is in a clearly labelled container with your child's name and the use by date.

## CLOTHING AND PROPERTY

All clothes are to be clearly labelled with your child's name. We will do our utmost to care for your child's belongings but regret that responsibility cannot be accepted.

Please be aware that children will often take part in messy play and whilst we provide aprons it is not possible to prevent paint, food etc coming in to contact with your child's clothing.

We do request valuables, children's toys and money and food or drink is not brought in to nursery without prior discussion with the manager.

Parents of children who are still wearing nappies are asked to provide enough nappies, wipes and any creams that will be needed for the day.

## CAR PARKING

We do ask that all users adhere to the 10mph speed limit within the village. All vehicles must be parked in designated parking areas. Parking areas are not supervised, so before leaving your vehicle please remove your possessions and ensure it is fully secured. We do not accept liability for loss or damage to your car.

## ILLNESS AND ACCIDENT

Any child with sickness or diarrhoea must be kept at home until 48 hours after symptoms have stopped. If a child has an infectious or contagious illness please keep them at home until they have fully recovered.

Please notify us of your child's illness as soon as possible by calling or emailing the nursery. If a child becomes ill whilst at nursery we will call the main contact on the child's registration form. Please ensure these records are kept up to date and inform us of any new contact numbers or change of circumstances.

If your child requires medication whilst at nursery a medication form must be fully completed and signed by the parent/guardian. Medication will only be administered if it has been prescribed by a doctor dentist or nurse. We will however administer liquid paracetamol with prior written consent from the parent/guardian if a child has a high temperature and the parent can't be with us in a short time.

If your child sustains an injury whilst at nursery parents will be notified and asked to sign an accident form. A letter will be issued if your child has a bump to the head.

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