

# Dolls House Nursery



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Thank you for your interest in Dolls House Nursery.

We at Dolls House Nursery believe that it is our duty to provide quality service and care to all parents and children. To achieve this we aim to provide a safe, stimulating environment, where children are given the care and affection to the standards we would expect if placing our own children.

We fully support children in encouraging them to reach their full potential whilst recognising and encouraging them as individuals.

As we are always looking for any enhancements to all aspects of the nursery this allows us to move towards constant progress and improvement. In doing this, we are achieving the highest possible standards for all parents, children and staff.

## Introduction

Dolls House Nursery is a busy 60 place privately owned day nursery, caring for children aged 3 months to 5 years. We are situated on the Havant Road, 5 minutes' walk from Court Lane Infant and Junior School.

## Days and Sessions

We open Monday to Friday 7.30am - 6.00pm. We are open 51 weeks of the year. We close over the Christmas period and for Bank Holidays, no fees will be charged for these closures.

Full day - 7.30am - 6pm.

AM session - 9am - 1pm.

AM + session - 7.30 - 1pm.

PM session - 1pm - 5pm.

PM + session - 1pm - 6pm.

We are not able to offer any bespoke session requests.

## Funded sessions for 2,3, and 4 year olds.

All government funded places at Dolls House Nursery are offered as a stretched place over the 51 weeks we are open. Funding is only available to claim the term after your child's third birthday. Some two years olds are also eligible for two year old funding. We do not offer term time only places.

For further information please speak to a member of management.

## Rooms

Here at Dolls House Nursery we have 3 rooms, although our rooms are divided into age groups we will place the children in the room relevant to both their age and ability, we do have a certain amount of flexibility within the rooms. Within all rooms teaching is enthusiastic, imaginative and based on the children's own individual interests.

## Busy Bees

The Busy Bees room provides care for babies and toddlers from 3 months to 2 year approx. There is space for up to 15 babies and toddlers and we have 5 members of staff working in the room. There is a main play room, a messy/creative area, a sensory room as well as a separate sleep room and their own kitchenette. They do have access to their own toilets which is perfect for any children who begin potty training. With their own designated area in the garden the Busy Bees have the opportunity to explore outside throughout the day. The Busy Bee staff follow individual routines to suit the needs of each baby and toddler. We understand that babies are inquisitive and active learners so we provide new experiences each day. Alongside this we understand the importance of developing their physical development and early language. With the large space and opportunities to use their gross motor skills the toddlers are free to play, explore and experiment with language. A daily diary is used to share information between nursery and home.

## Butterflies

The Butterflies room provides care for children aged approximately 2 to 3 years. There is space for 14 children and we work on a 1:4 ratio. We have a main play room set up into different areas for them to explore and a separate messy/creative area. At two years old children's language is blossoming and they are beginning to form bonds with other children. With this in mind the staff model language and begin to plan activities that promote these relationships. We understand the importance of routine and the Butterflies day is more structured. However we do recognise the need for flexibility. Group activities allow children to build on their concentration and listening skills.

## Dragonflies

The Dragonflies room is our pre-school room, where we provide care for children age 2 years 9 months to 4 years.

The Dragonfly room has space for 28 children and we work on a 1:8 ratio. The room layout has been carefully designed to provide designated areas to cover all 7 areas of learning. The Dragonflies have access to their own toilet facilities and often use the garden outside of their selected garden time for planned activities.

For pre-school children we understand the importance of becoming independent young learners. The staff provide activities that promote independence and self-esteem. The routines are designed so that children have the right balance between free play (child led activities) and adult led activities (table top/ keyperson time). We ensure there is an emphasis on school readiness.

### Garden/outside

The garden is securely enclosed and provides an abundance of learning opportunities. There are many areas for children to play and explore, as well as having access to our separate sensory garden.

The sensory garden is home to our planting area giving children the opportunity to plant, grow and care for flowers, fruits and vegetables. This is also home to our much loved pet's corner where children take great care in looking after the rabbits and guinea pigs. Children can watch, document and monitor the life cycle of the animals and as well as the plants.

The main garden has our quiet area on the patio so children can relax with a book or participate in some mark making activities. This is also home to the messy kitchen!

The turfed area enables children to challenge themselves. They have the opportunity to promote their developing physical skills such as balancing, climbing and are able to ride bikes, trikes, cars, scooters as well as run around freely.

On the other side of the garden the children get to use the roleplay resources and have access to the soil pit and a 'wooded' area great for exploring.

We have an area of decking that is dedicated to the under 2's so they have a suitable surface for them to get out and about in all weathers.

The final area is our nature area, on the way into the nursery. Children become nature detectives, exploring and investigating.

As well as the garden there are also lots to see and explore outside of the nursery. We like to visit the parks, shops, the library and even the fire station regularly, getting to know our local environment.

Whatever the weather, we make sure all of our children go outside every day!

## EYFS

Children at Dolls House Nursery learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outdoors.

We follow the governments Early Years Foundation Stage (EYFS) framework. The EYFS sets the standards for learning, development and care of children from birth to 5 years old.

The EYFS seeks to provide

- Quality and consistency in all early years settings, so that every child makes good progress and no child gets left behind.
- A secure foundation through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly.
- Partnership working between practitioners and with parents and or/carers.
- Equality and opportunity and anti-discriminatory practice, ensuring that every child is included and supported.

Within the learning and development section of the EYFS there are seven areas of learning and development. Whilst all areas of learning are important and inter-connected, the framework splits the areas into 'Prime' and 'Specific' areas. The prime areas are fundamental to children's successful learning in the specific areas.

The prime areas are crucial for igniting children's curiosity and enthusiasm for learning and for building their capacity to learn, form relationships and thrive. These three areas are:

- Personal, Social and Emotional development
- Communication and Development
- Physical Development

We also support children in four specific areas, through which the three prime areas are strengthened and applied. The specific areas are:

- Literacy

- Mathematics
- Understanding the world
- Expressive art and design

We ensure that from when your child joins us until their final day, their early years experience is happy, active, exciting and fun; and we support their development, care and learning needs.

If you would like to know more information about the EYFS please visit The Foundation Years website and click on the EYFS Statutory Framework link.

We use a system called Tapestry which is an online learning journal to record the development of each child. This is a really good way to share information and record your child's play and learning in and outside of the setting.

### The role of the key person

When a new child joins us they are assigned a key person. A key person is a named member of staff with responsibilities for a small group of children who helps those children in the group to feel safe and secure. Having a key person ensures you have a familiar figure who is accessible as a point of contact and who builds good relationships with you and your child. It is the key person's role to ensure their key children make good progress in their learning and development.

### Safeguarding children

Dolls House Nursery is committed to creating a happy and safe environment for all children to learn. The welfare of every child in our care is paramount and everyone (including all staff, students, volunteers and visitors) has a responsibility to ensure that any areas of concern involving a child who may be at risk of harm, are recognised and dealt with immediately.

We work with children, parents and the community to ensure the safety of children and to give them the best start in life.

This is a really important subject in which all staff receive regular training. Staff have enhanced Disclosing and Barring Service (DBS) checks and do not work with children unsupervised until these are completed.

Please read our full safeguarding children policy for any more information.

### Food glorious food

At Dolls House Nursery we are committed to providing good, healthy nutritious meals. All of our meals are freshly prepared in-house and are both tasty and nutritious. Our menus are carefully designed and rotate over a four week period.

We provide children with breakfast, snacks and tea. Children are provided with milk, and water is available throughout the day. We invite parents to provide a healthy lunch to have whilst at nursery, this can either be a cold packed lunch or a dinner that we can heat up.

Please enquire about any dietary needs.

### Settling in

We want to make sure your child has the happiest start to nursery life at Dolls House Nursery so we have a plan to ensure this happens.

Before your child starts with us we offer a two hour settling in visit. This is free of charge as we believe it is really important to make that partnership between home and nursery. This visit allows you to meet with the team and your child's key person. We ask you to fill out an 'All about me' form so we know as much as possible about your child to support them at nursery. We learn all about their likes and dislike in foods and activities and ask you to complete a 'Starting point' form. This allows us to start to plan appropriate activities for your child as soon as they start with us. We advise that once the paper work has been completed that parents/carers do not stay. With our years of experience and trials we know the best way for your child to separate from you is a confident farewell and not to stay too long.

We will work closely with you and decide what is best for your child. Each child is different and some children settle more quickly, while others find it harder. We will offer advice if we feel more settling in visits are needed but this would be down to you to decide and more visits would be charged at the normal rate.

### Complaints, requests and suggestions

We believe children and parents are entitled to expect courtesy and prompt, careful attention to their needs and wishes. Our intention is to work in partnership with parents and we welcome suggestions on how to improve our nursery at any time.

A parent who is uneasy about any aspect of the nursery's provision should first talk over any worries and anxieties with the manager of the nursery.

We believe that most complaints are made constructively and can be sorted out at an early stage. We believe that it is in the best interest of the nursery and parents that complaints should be taken seriously and dealt with fairly and in a way, which respects confidentiality.

We are continuously working to improve and update all aspects of nursery life and we therefore value your opinions and suggestions.

### General notes

Drop off and pick up cannot be before 7.30am or after 6pm. A charge of £5 per 5 minutes will be made for a late collection.

Fees are payable in advance. You will receive an invoice at the beginning of the month to be paid by the end of the month. Full fees are still payable if your child is away through illness or holiday. We accept all childcare vouchers provided by employers.

One month's written notice/or fees in lieu, are required for the withdrawal or reduction in hours of any child from the nursery.

Should your child come to nursery with a bump or mark we will ask you to complete our existing injuries form. This is due to Ofsted regulations; we are not in any way questioning your care as a parent.

We have our own uniform available for children if you wish to purchase. This consists of round neck t-shirts, polo shirts, sweatshirts, cardigans and fleeces. These come in sizes 1-6 years.