

# Welcome to Yew Trees Baby Room



Yew Trees

Nursery,

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01934 750556

[www.yewtreesnursery.co.uk](http://www.yewtreesnursery.co.uk)

**Learning and Development** – children develop and learn in different ways and at different rates and all areas of Learning and Development are equally important and inter-connected.

Meeting the individual needs of all the children lies at the heart of the EYFS and as Practitioners we aim to deliver personalised learning, development and care to help children to get the best possible start to life.

Good planning is the key to making children's learning effective, exciting, varied and progressive. It enables us as practitioners to build up knowledge about how individual children learn and make progress. In order to do this effectively we are focusing strongly on planning for children's individual interests.

Please feel free to browse your child's assessment at any time, but unfortunately we are unable to let the assessments leave the premises.

Should you have any queries or concerns regarding your child's care or development please do not hesitate to contact their Key Worker or the room supervisor.

## A Guide to Your Child's Daily Routine in the Yew Trees Baby Room

We believe that a routine helps children to feel secure and so is very important for all the children. This 'routine' will not be so rigid as to exclude some natural spontaneity and is adapted to fit with their individual needs.

<b>7.00am</b>	Nursery opens, breakfast is served until 8.45am Activities
<b>10.00am</b>	Snack and drink
<b>10.30am</b>	Outdoor play depending on the weather
<b>11.40am</b>	Singing time
<b>12.00pm</b>	Lunch time
<b>1.00pm</b>	Free play
<b>2.00pm</b>	Activities
<b>2.30pm</b>	Snack and drink
<b>3.00pm</b>	Activities
<b>4.00pm</b>	Tea time
<b>4.45pm</b>	Activities/outside play
<b>6.30pm</b>	Nursery closes

Detailed below is some information that may be of interest to you concerning the Early Years Foundation Stage, which sets the standards for Learning, Development and Care for children from birth to five.

The Principles which guide the work of all early year's practitioners are grouped into four themes:

**A Unique Child** – every child is a competent learner from birth who can be resilient, capable, confident and self-assured.

**Positive Relationships** – children learn to be strong and independent from a base loving and secure relationships with parents and/or a key person.

**Enabling Environments** – the environment plays a key role in supporting and extending children's development and learning.

## Welcome to Yew Trees Baby Room

Thank you for the interest you have shown in our baby unit and we hope that you find our prospectus to be useful and informative.

Babies are welcome from three months and cared for in a safe warm nurturing environment. We appreciate that all babies are unique and we are able to provide a flexible approach to their individual routines and dietary needs. We plan a variety of activities and experience that help children learn and absorb from birth and therefore we provide appropriate learning experiences in order to develop and expand this learning.

Please visit the Ofsted website to access our latest report - [www.ofsted.gov.uk](http://www.ofsted.gov.uk)

## Our Staff

Our nursery staff are experienced in caring for children of a wide range of ages. They hold various Early Years Care and Education qualifications and are encouraged to continue their development through further specialist or in-house training.

Within the baby room the staff are all level three qualified. We try to ensure that the staff stay the same every day for consistency.

Staff:	Gemma
	Helen
	Charlotte
	Stacey
	Bridie

## **Key Worker**

Your child will be given a key worker, who is responsible for a small group of children and they will spend time each day working with their group building a relationship between them. They will carry out observations, keep records and build up a detailed knowledge of your child to ensure your child's development whilst at nursery.

Key workers will also be someone for you to share your child's achievements and to discuss any concerns however small.

## **Settling in your child**

We want your child to feel safe, secure and happy whilst at our nursery. As each child is unique and has individual experiences we keep our settling-in procedure flexible to take this into account. We encourage you to visit with your child before they are due to start with us and join in our activities. Your child can bring along a favourite toy, comforter or item to remind them of home which they can keep with them. If your baby has a routine we will be happy to follow it. We will then encourage you, the parent, to leave your child for short sessions at first, to enable you both to part from each other without distress, gradually building up the length of time your child is at nursery until you are happy and secure in the knowledge that your child is settling-in well. You are welcome to contact the nursery to check on your child at any time for your own reassurance. Please note that breastfed babies generally need a longer time to adapt.

## **Security**

The safety of your child whilst at nursery is of utmost importance. No child will be allowed to leave other than with their parent of guardian unless we have prior notification. If you or the person leaving the child will not be collecting the child please notify a member of staff. For extra security if we have not met the person we will ask for an agreed password. We have also recently added a fingerprint security system. This allows only parents and carers who have registered their fingerprints to have access to the building. Therefore anyone who is not registered with us has to be granted entry into the building by a member of staff.

## **Areas of Learning**

The Early Years Foundation Stage framework sets the standard for learning, development and care for children from birth to five. We plan and deliver a curriculum that promotes the development in the seven areas of learning:

### **Prime Areas**

- 1: Personal, Social and Emotional Development
- 2: Development
- 3: Communication and Language

### **Specific Areas**

- 4: Literacy
- 5: Mathematics
- 6: Understanding the World
- 7: Expressive Arts and Design

Our Long Term Plan (yearly) is based on a broad outline on the subjects or topics we wish to cover. The topics enhance our basic provision and will respond to the children's interest.

Our Medium Term Plan (half termly) will go into greater depth and detail with the aspects of development to be covered and will be drawn up using child's observations and records.

Our Short Term Plans (daily) will show the aspects that we aim to cover. They will be based on individual, group learning and the children's interests.

Each child will have a Personal Pathway which documents their progress and enables their Keyworker to plan for the child's individual needs. These documents are updated on a regular basis to ensure that all children have activities planned to encourage their next steps and all areas of learning and development.

## **Activities**

We provide a wide range of educational and fun activities for the children to choose and take part in. Our aim is to nurture your child's learning by providing the activities and opportunities for your child to learn through exploration, discovery and problem solving.

Children need plenty of first hand experiences or learning may differ from those anticipated but all learning, planned or unplanned, is a valid contribution to the child's development. The process is valuable and should not be undermined by an emphasis on planned outcomes. The adult's role is to support and not control the child's learning. Activities are offered but not imposed on the children.

There are quiet times with stories, singing and gentle music.

Children get to go outside every day if possible. This has a positive impact on a child's sense of well-being and helps all aspects of their development. Being outdoors offers opportunities for doing things in different ways and on a different scale to when indoors. It gives children first-hand contact with weather, seasons and the natural world. Outdoor environments offer children freedom to explore, use their senses and be physically active.

The indoor environment provides a safe, secure yet challenging space for children. For some children the indoor environment is like a second home providing a place for activity, rest, eating and sleeping. The indoor environment contains resources which are appropriate, well-maintained and accessible for all children. Indoor spaces are planned so that they can be used flexibly and an appropriate range of activities is provided.

Please see the following pages for some of the activities we do in the baby room.

## **Illness**

We encourage you to consider keeping children at home if they are unwell especially with any conditions that are contagious. Children recover far quicker if they are able to rest and recoup in their own home. If any illnesses occur at nursery a notice is displayed on the door for your information.

*Chicken Pox* - children must stay out of nursery until the spots have healed over, this is usually five to ten days after they appear.

*Sickness and Diarrhoea* – children will be sent home immediately and shouldn't return to nursery until 48 hours after the last bout of sickness or diarrhoea.

*Conjunctivitis* – children will be sent home immediately and shouldn't return to nursery until the eyes are clear, usually 24 hours after treatment begins

*Impetigo* – children will be sent home immediately and shouldn't return to nursery until the wound is dry and has stopped weeping, usually 24 hours after treatment begins.

If you are unsure about any other conditions please check with a member of staff.

## **Medication**

We are happy to administer any medicine or tablets prescribed by your child's GP provided we have prior written consent. We are also happy to keep medication eg teething gel, calpol etc at the Nursery for your child's use. Medication will be administered as per the dosage instructions on the medication packing.

## **Pegs**

Each child has a named peg for their bags and coats.

## **Cot Room**

Each child has named drawer for their sheets, blankets and any comforters that they need for their nap times. When they go to sleep they are checked every fifteen minutes and the staff member signs the Cot Room check form to confirm this.

### **Appropriate clothing**

The babies need to be provided with suitable clothing for the time of year. They play outside even in the winter so please can they come in with a warm coat, hat and gloves (named please) as well as raincoats, all-in-ones and wellies if they have them, for when it is wet. All children need to be provided with spare set of clothing that can be left in a named bag on their peg.

### **What to Pack in your Bag**

*Nappies* – a pack of nappies or enough nappies to last the session, nappy cream and wet wipes.

*Summer change of clothes* – Sun cream (with babies initials on), Sun hat, swimming nappies

*Winter change of clothes* – Spare clothes, all-in-ones, welly boots, hat, gloves

### **Family Photo**

It would be helpful if you could provide a family photo for your child's family book.

### **Concerns**

Please feel free to approach any member of staff with any comments or concerns that you may have.

### **Parent's notice board**

There is a general parent's notice board in the corridor for general nursery information. Daily activities are displayed on the classroom door. Activities are planned around the child's current interests and also to encourage new interests.

### **Wow Box**

We have a 'Wow' box for written notes that keep the staff informed of any achievements the child has made at home and not yet shown at the nursery.

### **Meals**

Our meal times not only provide a well-balanced healthy diet but a time to join together and share a happy social experience. Our meals are provided by an outside catering company who provide a well-balanced menu using a range of organic and local produce. Their website details are [www.earlyyears catering.co.uk](http://www.earlyyears catering.co.uk) .

Our menu contains a wide range of foods from a traditional roast, moussaka, pasta dishes, casseroles, and stews to vegetarian ones. Puddings include fresh fruit crumbles, sponges, jelly and ice-cream, banana and custard. Fresh fruit, yoghurts and fromage frais are also available daily.

Mid-morning snacks consist of a range of fruit, both fresh and dried and vegetable sticks and a drink of water.

If your child has special dietary requirements then please ask and they will be provided with a suitable alternative.

A copy of the menu is available in the rooms however please note that the babies often have a different tea to that noted.