

Rainbow Day

Nursery

Croston

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Croston

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Rainbow Day Nursery Croston

Rainbow Day Nursery Croston provides high standards of childcare and education within an extremely well appointed quality setting, conforming to the highest standards. Babies and children are cared for from birth, right up to 8 years of age. We are fully Ofsted registered and operate to their strict guidelines.

Rainbow Day Nursery Croston is situated above McColls on Station Road, close to Croston Train Station and on a main route to Southport and Chorley, passing through nearby villages, making it the ideal choice when commuting to work. We are open 51 weeks a year, Monday to Friday from 7.00am until 6.00pm.

Our philosophy is to provide high standards of childcare and education and recognise the importance of providing a secure, enabling environment where all children can fulfil their individual potential.

Every child deserves the best possible start in life and we wish to encourage children to become confident and to inspire all children to be creative, unique individuals who are respectful of others.

It is our aim to provide a warm, stimulating and educational environment in which your child will feel happy and secure. Our provision is aimed at allowing your child to develop physically, socially, emotionally and intellectually through a wide range of activities. We meet the children's needs through sensitive and appropriate interactions that promote children's self-esteem.

The Nursery is well equipped with toys and learning materials for both indoor and outdoor play. Our qualified staff have the expertise and experience to provide a calm and organised environment, in which children progress happily.

We respect parents and carers as the primary educators of their children and ask that you join us in a partnership, which will enable your child to enjoy his or her time at Rainbow Day Nursery Croston.

Our aim is to assist you in developing your child to his or her full potential. Parents are welcome to come into the nursery at any time and also, will be invited in, to discuss how your child is developing in line with the Early Years Foundation Stage.

Our team of well qualified and experienced staff are positive, enthusiastic and dedicated to the nursery and attend regular training courses to ensure the highest quality of care. Staff work closely with parents to ensure they are involved in the day to day development of their child. Nursery Owner, Mrs. Marie Holland has over 8 years childcare experience, qualified to NVQ level 3 and supervises the daily running of the provision. All staff employed in the nursery go through a vigorous recruitment process and ongoing training is a priority.

Rainbow Day Nursery Croston operates a key worker system; this helps your child to bond and settle into the daily routines. Your child will have their own key worker, who will work with them to achieve their full potential. Staff are encouraged to form close relationships with the children

in their care to ensure that all their needs are met, whether they be cultural, religious, developmental, dietary or medical.

From the first day, your child will immediately feel at home. A number of trial sessions can be arranged for your child's settling in period. Parents and siblings are welcome to ensure your child feels comfortable in unfamiliar surroundings.

Rainbow Day Nursery Croston is organised into three rooms: a tiny tots room, a rainbow room and a preschool room. Each room is staffed and equipped to meet the individual needs of the children in a comfortable and relaxed environment.

Tiny Tots Room (from 6 weeks)

Our well designed 0-2s room offers a "home from home" environment in which the individual needs and routines of every child are followed, ensuring lots of loving care and attention. The Tiny Tots room has a friendly and welcoming environment, which is bright and colourful. The room is well equipped with age appropriate toys, and as your child's language is developing more quickly, books, music, songs and rhymes play an important part of the routine.

We aim to make your child's day enjoyable, safe and stimulating. A typical day would include a selection of musical play, messy play, physical play, arts, crafts and free play - both indoor and outdoor, encouraging growth and development. Individual daily diaries of your child's day are completed for parents' information.

We ask that you provide nappies, wipes and formula for your child due to personal preference and choice being a high priority.

We aim to work closely with parents during the weaning process and our Nursery Cook will puree the freshly prepared food and adhere to and assist in any dietary needs.

When your child is ready to move on from the Tiny Tots room, the experiences gained will have prepared them for the more advanced activities planned in the Rainbow room.

Rainbow Room (2-3 years)

The emphasis in the Rainbow Room is learning through play and through continuous observations and assessing individual needs, your child will be able to experience lots of planned and child initiated activities. Taking into account the children's advancing development, the routine in this room is slightly more structured in respect of learning and play. Our aim is to develop learning through a positive interest and enjoyment in a more coordinated fashion. The room is set around the ten areas of continuous provision and each area is enhanced daily according to children's interests. As the concentration span increases, story and circle times are introduced, where your child will have the opportunity to learn shapes, colours and numbers in a relaxed atmosphere.

When your child reaches 3 years of age, visits will be encouraged to the preschool room, where your child will begin their preparation for the transition to school.

Pre-School (3-5 years)

Our preschool room caters for children aged 3 to 4 years and the staff are highly qualified with a vast array of experience. The learning is based around topics and themes, which cover all aspects of the Early Years Foundation Stage framework (EYFS) in an exciting yet educational way which your child will love. A topic web will be sent home so that you as a parent can become involved in your child's Nursery life! The room is set out with all areas of continuous provision and enhanced daily. We promote children's learning through planned activities as well as encouraging child initiated play whilst developing language and communication. At Rainbow Day Nursery Croston, children are free to explore, develop and represent learning experiences that help them make sense of the World around them, practice and build upon ideas, concepts and skills, understand the need for rules, take risks and make mistakes, think creatively and imaginatively, communicate with others and solve problems.

Within pre-school, we do have a daily routine which can be adapted to cater for your child's individual needs. The children have access to a computer area, assisting with the progressive ICT skills and a large focus is on number recognition, counting and learning letter sounds through various methods in preparation for school.

Mealtimes are shared with friends and staff in a relaxed and informal environment. Children are encouraged to self-serve their meal and assist staff in setting the table and clearing away.

Outdoor Play

Your child's safety is of the utmost importance to us here at Rainbow Day Nursery Croston, which is why we have a safe and secure environment for our outdoor play area.

Our Outdoor area has a soft carpet of artificial grass laid for your child to explore the toys and areas in comfort. A large array of toys and resources are set out for use in all weathers creating a stimulating outdoor area for all to enjoy.

Rainbow Day Nursery Croston's outdoor area is totally enclosed and surrounded by secure fencing, ensuring your child is safe at all times.

Mealtimes

Rainbow Day Nursery has placed careful consideration and research into planning our weekly menus which are rotated every two weeks. Menus are planned with children's dietary and cultural requirements taken into consideration.

All our meals are home-cooked and prepared by our nursery chef. We prepare high quality, healthy home-cooked meals and snacks on the premises, using only high quality meat, fish and fresh fruit and vegetables, with the control of additives and preservatives being paramount.

The social aspect of mealtimes is emphasized, with staff sitting at the tables with the children in small groups to encourage conversation. Children, especially in the older age ranges, assist staff in setting the tables and clearing away. Children are encouraged to serve their own dinner, developing confidence and independence.

The children eat together in a dining area where table manners are encouraged through supervision. Before your child starts at the nursery, we can discuss any dietary needs, including allergies and appropriate arrangements will be made to ensure their needs are met. We also pay attention to the dietary rules of different religions and ensure that vegetarians are provided for in a variety of ways.

Rainbow Day Nursery Croston

Admissions Procedure

Rainbow Day Nursery Croston has a limited number of full time and part time places available and a non-refundable deposit of £40 will secure your child's place.

Please feel free to call and visit our nursery - we offer an open door policy - and learn more about the exciting and stimulating programme we have planned.

The sessions available are as follows:

- Morning session 7.00am - 12.30pm
- Afternoon session 12.30pm - 6.00pm
- Full day session 7.00am - 6.00pm
- School Hour session 9.30am - 2.30pm

The nursery has a full set of policies in the reception area for parents and relatives to inspect.

Rainbow Day Nursery Croston has a great emphasis on inclusion and multicultural awareness, teaching children to respect each other.

The nursery will be closed on bank holidays and between Christmas and New Year. Dates will be displayed in the reception area.

If you wish to cancel your child's place at nursery on a permanent basis, then a period of one month's written notice is required.

Fees are due in advance at the beginning of each month, or if paying weekly, on the first day of the week your child attends. Fees for Bank Holidays are still applicable although Christmas closure will not be charged.

A late payment charge of £10.00 may be added to your account for overdue fees.

Rainbow Day Nursery Croston

Consent Form

Please complete the consent form prior to your child attending Rainbow Day Nursery Croston.

Childs Name _____ Date of Birth _____

1. In the event of an emergency and my child requiring urgent medical treatment through illness or an accident and I should not be contactable, I give/do not give permission for my child to receive emergency medical assistance of any kind, including operative treatment and/or the administration of anaesthetic in my absence. I understand that this may include my child being transported to the hospital by ambulance with a senior member of staff and that attempts will continue to be made to contact me. I give/do not give permission for staff to discuss my child's medical history with medical staff if necessary.

Signed _____ Date _____

1. I agree to First Aid being administered at nursery by a trained staff member.

Signed _____ Date _____

1. I agree to Rainbow Day Nursery Croston using hypoallergenic plasters upon my child if necessary.

Signed _____ Date _____

1. I consent to my child going on short walks including to the local parks, supervised by nursery staff.

Signed _____ Date _____

1. I give permission for my child to have their face painted.

Signed _____ Date _____

1. I consent to photographs being taken of my child for use on our display boards and in our scrap books within the provision.

Signed _____ Date _____

1. I agree to Rainbow Day Nursery Croston applying their own sun cream to my child.
Signed _____ Date _____

1. I give my consent for my child to take part in various activities off the premises, such as visits, local walks, going to the library or on Nursery trips.

Signed _____ Date _____

1. I understand that many children have similar belongings, therefore undertake to name all items brought into the nursery. I understand that Rainbow Day Nursery Croston cannot take responsibility for items lost or stolen, although care will be taken and children will be encouraged to respect property.

Signed _____ Date _____

1. In the instance of my child having a high temperature and I am not contactable, I give/do not give permission for my child to be administered Calpol by the manager or room leader

Signed _____ Date _____

11. I consent to photographs of my child being taken for marketing/public relations purposes including when local press attend our events and activities.

Signed _____ Date _____

12. I do/do not consent to photographs of my child being on the nursery facebook.

Signed _____ Date _____

13. I consent to photographs of my child being taken and displayed in the nursery entrance hall and stairway.

Signed _____ Date _____

Rainbow Day Nursery Croston

Enrolment Form

Child's details

Surname _____ First name(s) _____

Preferred name _____ Religion _____

Address _____

First Language _____ Male / Female _____

Date of Birth ___/___/___ Password for collection _____

Mother

Name _____ Daytime Tel No _____

Home Address _____

Place of work _____

Home Tel No _____ Mobile No _____

Father

Name _____ Daytime Tel No _____

Home Address _____

Place of work _____

Home Tel No _____ Mobile No _____

Emergency Contact Details

Name _____ Relationship _____

Home Address _____

Home Tel No _____ Mobile No _____

Name _____ Relationship _____

Home Address _____

Home Tel No _____ Mobile No _____

PLEASE STATE WHO HAS LEGAL PARENTAL ACCESS TO YOUR CHILD:

E-mail contact _____

Medical Information

Name and address of Doctor _____

Doctor's Telephone Number _____

Special Dietary Requirements _____

Allergies or Medical problems _____

Does your child suffer from asthma Yes / No

Is your child on medication (if yes please give details) _____

Are your child's immunisations up to date:

- Measles
- Mumps
- Rubella

Has your child had Chickenpox Yes / No

Has your child been diagnosed with SEN Yes / No

If yes, please give details:

Rainbow Day Nursery Croston

Terms and Conditions

At Rainbow Day Nursery Croston, we are proud of the services we offer and the partnerships we have with our parents. Please find below certain terms and conditions designed to assist us in providing and maintaining high quality childcare. The terms and conditions do not affect your statutory rights. Please read through and sign to say that you are aware of and will abide by the following conditions.

1. To register your child at nursery, a non-refundable deposit of £40 is payable per child. This is payable upon receipt of all completed registration papers; this covers administration fees, secures your child's place and pays towards your visit sessions.

1. Fees are calculated on the basis of the current weekly charge, for the sessions attended, multiplied by the number of weeks the nursery is open (51 weeks - closed during Christmas and New Year), then divided by 12 (months) to create a fixed monthly charge.

1. All fees are charged monthly or weekly in advance and must be paid on the first day of the month or if weekly, then on the first day each week the child attends. Fees will be invoiced and are payable during periods of absence from the nursery, including sickness, holidays and during public and bank holidays.

1. Depending on the period of daily attendance breakfast, lunch, fruit/crackers and a snack tea are included in the fees. Rainbow Day Nursery Croston will provide cow's milk for those children of an appropriate age and pureed food to babies.

Nappies, barrier creams and formula milk are to be provided by the child's parent/carer.

1. Once a place at the nursery is confirmed, one payable month's written notice is required if you wish to withdraw your child from nursery. If you wish to reduce days or hours then two weeks written notice is required.

1. Rainbow Day Nursery reserves the right to apply a late payment charge of £10.00 to the account, if fees are not paid as requested.

1. If the bank returns an unpaid cheque to us, it will be deemed as late payment and the above charges will apply until a replacement payment is received by nursery. Bank charges (currently £35.00 per returned cheque) will also be added to your account.

1. Rainbow Day Nursery Croston operates an open access to information policy. This means that parents are welcome to view the policies and procedures to which the nursery adheres to. Copies of the policies and procedures are located in the reception area.

1. If your child becomes ill during a session at nursery, the manager or supervisor will contact the parent or the emergency contact as detailed on the enrolment form.

1. Any child sent home from nursery due to illness will not be readmitted for at least 24 hours. If your child has been prescribed antibiotics, they will not be permitted to return to the nursery for 48 hours. Should a child be prescribed medication it is the responsibility of the parent/carer to notify the staff and complete a medicine administration form. All medicines must be clearly labelled with the child's name and instructions for the dosage.

1. If your child is suffering from an infectious illness, your child should refrain from nursery until such a time as the infection has cleared. The manager reserves the right to refuse your child entry to the nursery at any time should she feel that your child has an infectious illness or believes that your child's presence will be detrimental to the other children within the nursery.

A copy of Rainbow Day Nursery's illness/communicable disease list is available for your information on the minimum periods of exclusion from nursery.

1. Full fees are payable when your child is absent. There is no swapping of missed sessions and any extra sessions must be paid for on the day.

1. We are happy to offer extra sessions and hours if they are available. Please try and give as much notice as possible if you require extra sessions so that we can organise staff ratios and food for your child.

1. Parents/Carers are required to inform the nursery should their child be absent.

1. In the event of closure of the nursery due to extreme weather conditions, flooding, loss of utility supplies, heating failure or other causes beyond the reasonable control of the nursery, the nursery will close and the parent/carer accepts that no refund of fees will be made due to continued operational costs.

1. It is the parent's responsibility to notify the nursery of any allergies or dietary requirements your child may have.

1. All clothing and personal property must be clearly labelled with your child's name. Parents are asked to provide a complete change of clothing, soft shoes or slippers for indoor wear and suitable footwear and clothing for outdoor play. Articles are left at nursery at the owners risk and nursery cannot be held responsible for lost or damaged items or clothing.

1. For insurance purposes, Rainbow Day Nursery Croston will not open its doors before 7.00am. Children attending the morning session only, must be collected by 12.30pm and children attending the afternoon session must not be brought into the nursery before 12.30pm. Children attending the school hour session must not be dropped off before 9.30am and must be collected by 2.30pm unless top ups have been arranged.

1. Parents/carers collecting children late from nursery will be subject to a surcharge of £5.00 per 15 minutes. Parents/carers should be aware that the premises have to be vacated by the designated closing times.

1. Once children have been collected from their room by parents/carers, the child's safety is the sole responsibility of parents/carers and Rainbow Day Nursery cannot accept responsibility for accidents or injuries.

1. Anyone other than the parents or anyone else as listed on the completed enrolment form will not be permitted to collect the child unless prior arrangements have been made with the management. Please note we do have a password system in place.

1. Parents must supply the nursery with emergency contact telephone numbers and details of persons who will deliver/collect the child. It is the parent's responsibility to notify the nursery of any change of address, telephone numbers or persons who will deliver/collect the child.

1. It is understood that Rainbow Day Nursery is under an obligation to report to Social Services any incident where we consider a child may have been abused or neglected.

1. If a parent/carer should have cause for complaint, they should, in the first instance take the matter up with the manager or supervisor. In the event that Rainbow Day Nursery Croston cannot resolve the matter to your satisfaction, then you are entitled to raise the matter with Ofsted as detailed in the complaints policy.

1. If fees are outstanding, Rainbow Day Nursery Croston will use a debt collecting agency to recover the outstanding fees and this will incur a 20% charge set by the debt collecting agency, which will be added to the total amount. Parents with the outstanding fees will be responsible for the 20% charge.

I wish to enrol my child at Rainbow Day Nursery Croston. I have received and read these terms and conditions of registration and agree to comply with them.

Signed _____
Please print name _____

Mother / Carer
Date _____

Signed _____
Please print name _____

Father / Carer
Date _____

I enclose a non-refundable registration fee of £40.00 to secure a place within the nursery, covering administration costs and visit costs.

I enclose a completed enrolment form, session request details and a signed consent form for my child.

Rainbow Day Nursery

Session Requests

Rainbow Day Nursery Croston has a limited number of full time and part time places available and a non-refundable deposit of £40 will secure your child's place.

The sessions available are as follows:

Morning session 7.00am - 12.30pm

Afternoon session 12.30pm - 6.00pm

Full day session 7.00am - 6.00pm

School hour session 9.30am - 2.30pm
(top ups £6 per extra hour)

Extended funding 10 hour sessions
7am - 5pm
7.30 am - 5.30pm

Please tick the sessions required:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Afternoon					
Full Day					
Funded session					
School session					
Extra top up					

On what date would you like your child to start _____

Signed _____ (parent/guardian) Date _____