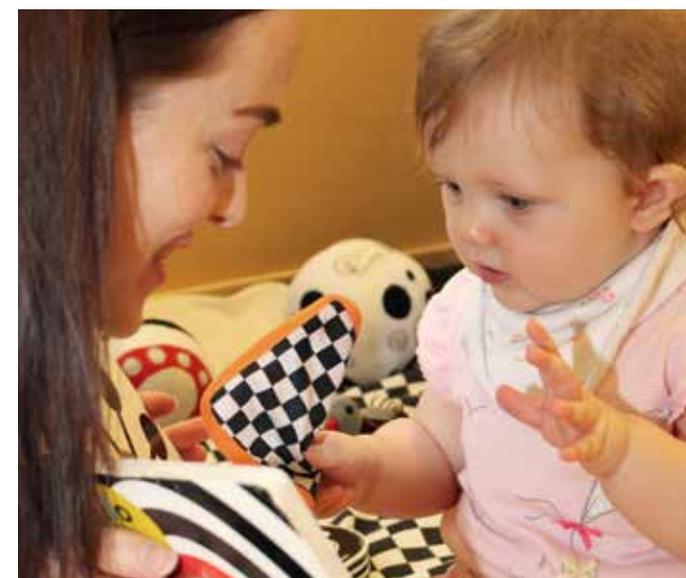




Playdays Day Nursery



Our vision and values

Welcome to Playdays Day Nursery.

Following our Ofsted inspection in January 2017 some aspects of our teaching was 'outstanding' and overall we were graded as 'good'. It was documented that staff have high expectations of all the children through completing good quality assessments. Our most recent report is displayed on the parents' noticeboard at the nursery entrance or is available to read online. **Our mission is to deliver quality childcare provision for children aged 0-5 years improving working lives for families and staff who work for South Tees Hospitals NHS Foundation Trust and their associate organisations.**

The early years are the most important years in any child's development. We encourage children to participate in a wide range of activities and enjoy hands on experiences that allow them to grow in their ability and confidence.

We deliver quality childcare provision for children aged 0-5 years, improving the working lives for parents. We aim to provide a happy, caring, stimulating environment in which everyone is treated as an individual. We continuously seek to improve the care and education we deliver to the children through working in partnership with parents and aim to provide an effective workforce by supporting staff.

We care for 86 children per day with children's ages ranging from 6 weeks up to 5 years. We have five main playrooms and an excellent outdoor environment.

All the nursery practitioners work closely alongside parents and guardians and other childcare professionals. Working in partnership with parents is essential to the well-being and development of the children.

Our team

Playdays is staffed by experienced fully qualified and dedicated professionals who have a range of qualifications relevant to childcare.

In addition each team member has an enhanced DBS check, paediatric first aid and paediatric BLS training. Staff attend annual safeguarding training. We have staff with a range of qualifications; nursery managers are qualified to level 5, two staff have Early Years Professional Status, three staff have Early Years Foundations Degrees and our entire staff are qualified to level 3 standard NNEB, BTEC and NVQ 3 or equivalent.

Opening times and rates

Our nursery is open from 6.45am to 6pm, 52 weeks of the year closing only for statutory bank holidays.

Nursery fees

NHS Rate:

	New fees	Change in fees
Weekly rate	£164.00	£5.45 weekly increase
Daily rate	£39.00	£1.20 daily increase
Sessional rate	£28.00	£1.75 sessional increase
Hourly rate	£7.00	£0.56 reduction
Breakfast charge	£3.00 (daily)*	see Critical need

Increase in nursery fees is effective from 1st April 2018

External rate (non NHS staff):

	Fees
Weekly rate	£168.00
Daily rate	£39.00
Sessional rate	£28.00
Hourly rate	£7.60
Breakfast charge	£3.00 (daily)* see Critical need

Please note that fees still apply when children do not attend nursery due to holidays and sickness. We ask out of courtesy, where possible, to let us know in advance if you have holidays booked or if your child is going to be absent so we can re-arrange the staff ratios.

Critical need

The nursery currently provides an 11¼ hour day longer than some other providers and we acknowledge that for nursing staff and those who work shift patterns that we need to continue with this length of day. The nursery is open 6.45am until 6pm for all parents who have a critical need to be at work prior to 8am. For all other parents with core working hours of 8am until 6pm you can book your child in for breakfast if required which is an additional £3.00 charge.*

Charges for nursery visits are based on the hourly and sessional rate. Fees are reviewed annually and parents are informed in advance of any price changes. Please note that fees apply when children do not attend nursery due to illness or if on holiday. Nursery fees are deducted from parent's wages and for the exception of parents who cannot be salary deducted they will receive an invoice. All nursery fees are paid a month in arrears. To date, nursery fees have not increased since October 2014.

Sickness

Occasionally your child will be sick. The nursery has a sickness policy available for all parents to see. We ask all parents to abide by the rules/regulations regarding infectious illnesses, to prevent the virus/illness spreading around the nursery. We comply with the Health Protection Agency guidelines.

The nursery managers are available during opening hours to answer any questions or give further information. Sickness rates are still charged at full rate for all sickness unless long periods of sickness are expected. The rate charged during long periods of sickness is at the discretion of the assistant director.

Sessional times

Full time: Monday – Friday 6.45am - 6.00pm

Set days: Monday – Friday 6.45am - 6.00pm, 1-4 days a week

Morning sessions: 6.45am - 12.30pm

Afternoon sessions: 1.00pm - 6.00pm

You can book your child in for an additional hour on both the morning and afternoon sessions at the hourly rate of £7.56
Booking forms provide flexible days and sessions to many of our parents who work shift patterns.



Childcare vouchers scheme

We promote the use of childcare vouchers which can provide a saving for you whilst paying for your childcare. For further information please contact the provider Fideliti on **0800 2888727** or via the website www.fideliti.co.uk

Nursery Education Grant (NEG)

Your child will be eligible for 15 hours of free education. From September 2017 some children will be entitled to 30 hours of free childcare. The grant is available the term following your child's third birthday. Further information can be obtained from nursery managers or Little Learners staff. Alternatively visit www.childcare-support.tax.service.gov.uk/par/app/applynow

Achieving 2 year olds

Your child may be eligible for 15 hours free education if you are in receipt of certain benefits to check for eligibility please contact the **Family Information Centre 01642 354200**.

Waiting list

In order to register your child onto our waiting list you need to complete a waiting list form that requires a £15 non-refundable registration fee. The fee must be paid at the cashier's desk in The James Cook University Hospital and returned to the nursery with the waiting list form and receipt prior to your child's name being added to the waiting list.

Who can use us

Places are available to all NHS professionals, e.g. staff on site, Carillion, TEVV, North Tees and Hartlepool NHS Foundation Trust, and to all professionals who work onsite but are paid by an external provider. Places are available to employees and other health organisations who have a service level agreement with South Tees.

Nursery usage

We offer full time places and set day places and for parents who work on a rota we have a booking form systems.

Changing days

We acknowledge that due to work pressures, you may on occasions need to change the nursery days booked at short notice. Days can be changed at no additional cost providing capacities and ratios allow.

Additional days

If you require additional days occasionally we will try to accommodate you subject to availability.

Emergency places

The nursery will endeavour to assist when childcare arrangements break down. If you find yourself in the position of having no childcare, please contact the nursery on 01642 282810 and speak to the nursery managers.

Emergency places must be paid for on the day. Payments can be made at cashiers or over the phone to Finance. A receipt must be produced for proof of payment. Alternatively parents can be salary deducted.

We will endeavour to be as flexible as possible to meet these requests. The nursery may not always be able to accommodate, but this would be due to room capacities and staff / child ratios.





What we provide

We provide some baby formula milks and baby bottles for babies up to the age of one.

We ask you to provide

Wet wipes for nappy changes	A labelled dummy pot / dummies
Nappies	Sun cream and hat
Barrier cream	A labelled potty
Spare change of clothing	Waterproofs and wellies for outdoor play



Meals

A wide variety of food is provided to cater for most dietary needs e.g. cultural, special diets are taken into consideration.

We encourage a healthy balanced diet, with fresh home-made meals prepared on the hospital site. We serve breakfasts up to 8am, lunch and a light snack for tea.

Halal chicken is used for all chicken meals in the nursery. If your child has a specialised diet you may be required to provide some of the foods. We hold a 5 star food hygiene award from Middlesbrough Council and a Food for Health Healthy Eating Gold award.

Children's learning

Curriculum:

The Early Years Foundation stage (E.Y.F.S.):

Our practice is designed around the four E.Y.F.S. themes.

A Unique Child + Positive Relationships + Enabling Environment = Learning and Development.

Playdays provides a "learning through play" curriculum which aims to stimulate and excite each child to enable them to reach their full potential. This is only possible if you and your child's key worker work in partnership to identify your child's strengths and areas of development, this information will then be used to identify your child's next steps to ensure all children are suitably challenged. Learning takes place both indoors and outdoors and children have opportunities to play alone, as part of a group or with an adult.

Prime areas of learning

During your child's first few years the main focus will be on the development of the prime areas of learning these are:

Personal, Social and Emotional Development
Communication and Language
Physical Development

When appropriate your child will be supported to develop the four specific areas of development:

Literacy
Mathematics
Understanding the World
Expressive Arts and Design



What happens next

Once you have registered on our waiting list we will inform you three months prior to your start date if a nursery place will be available. Registering on the waiting list does not guarantee you a nursery place.

We then introduce you and your child gradually with visits (fees apply), which commence the month before your actual start date – this gives you the opportunity to develop relationships with staff and observe nursery practice. We consider it important to let you know that you are welcome to phone the nursery at any time to ask about your child's wellbeing.

Getting to know parents and children is very important as the wellbeing and happiness of the parent and child is paramount.



Indoor and outdoor play

Extensive research has identified the benefits of outdoor play for the health and well-being of young children this is supported by the E.Y.F.S.

Outdoor play is available on a daily basis in this setting and Little Learners have direct access to the outdoor environment which enables the room to operate a free flow system where children can choose to work indoors or outdoors. We have a wide range of activities available daily for the children to access there is an independent resource trolley which enables children to enhance their play and we also have adult led activities which are provided to enhance specific learning. All play opportunities, indoors and outdoors aim to support the characteristics of effective learning:

Playing and exploring

Active learning

Creating and thinking critically

Canopies and waterproof clothing are provided to support outdoor play in all weathers however we do request that you provide your child with spare clothing and clothing appropriate for the day's weather conditions.



Outdoor play

The nursery outdoor play area consists of:

Under ones play area

Under two play area

2-4 years play area

Outdoor play is accessed on a daily basis; some rooms have a more structured day around outdoor play as they do not have direct access to the outdoor play area. Canopies are provided to maximise outdoor play in all weathers, activities are an extension of the learning opportunities provided indoors but on a larger scale.

Water play indoors is restricted to the water troughs. Outdoors, however, hosepipes, buckets, large tubes and containers are provided. The grassed area enables the children to explore, grow and investigate. We provide waterproof clothing to enable all children to access messy play, but request that parents provide spare clothing and clothing appropriate for the day's weather conditions.

The outdoor area provides opportunities for all six areas of learning with resources including mark making, role play and construction.

Children also go out for walks off the hospital site. Permission is sought from parents beforehand.



Indoor play room

The indoor play room is multi-functioning room. During the day the nursery's large indoor play area can be used for:

Quiet activities

Physical activities

Group's activities

For example the room is used for some exciting activities such as Yoga and stretching activities. We also play a parachute game and do soft play activities on a large scale.

For interested children, French lessons are held in here during term time only, these are at an additional cost to the nursery fees.



Virtual Tour

View the nursery virtual tour at: www.southtees.nhs.uk/staff/childcare/playdays-day-nursery/

Transitions

As each child develops, it is important that the transition from baby room to toddlers, to pre-school, is a gradual process to help ease any anxiety or fear for the child with this in mind visits take place to new rooms to enable the child to become accustomed to the new room and staff. Parents will be informed of any transitions.

When your child starts we will allocate a key worker who, with the support of all staff, will record your child's daily learning achievements and experiences. We actively promote children's choice and their preferred way of learning, and value your insight to your child's learning as your child's most important teacher.

We hold parent consultation evenings which give you the opportunity to discuss your child's learning experiences and achievements whilst they are with us.



Early help

If all children are to reach their full potential it is imperative that they receive any additional support they may require as early as possible to ensure they are fully prepared for school transition. At Playdays your child's key worker will regularly update their formative assessment sheet this enables the identification of areas of development that may require specific support it is hoped that parents and key workers can work together to support development to ensure all children reach their full potential.

Senco

Our special educational needs co-ordinator is responsible for monitoring all aspects of 'special educational needs'. Needs range from learning disabilities e.g. unable to grasp colours; to behavioural aspects e.g. persistent biting. Early help means providing support when needs are identified or a problem emerges at any point in a child's life from the foundation years through to teenage years.

Behaviour

Playdays aims to help children grow in a happy, relaxed and enjoyable environment. Staff will be good role models for children demonstrating good behaviour and drawing attention to friendliness, care and courtesy. Positive and good behaviour from children will be encouraged and praised. Physical punishment such as smacking, threatening or shaking will never be used. Children will be treated as individuals and encouraged in their play to respect each other at all times. Any form of bullying will not be accepted.

Equal opportunities

At Playdays we are committed to providing equal opportunities for all by providing an environment that respects individuality. Any discrimination will not be tolerated. We will provide the children with resources that will encourage them to learn about different values and cultural diversity. Activities and experiences will reflect a wide range of cultures and beliefs. Visual aids play a big part in all activities at the nursery, we will carefully check them to ensure that the images and illustrations are accurate and convey polite messages to the children.



Baby Room

The Baby Room cares for children aged 6 weeks to 1 year. The ratio is one adult to three children, the room holds a maximum of 12 babies per day. The babies are actively involved in many hands-on learning experiences including painting, water and sand play. The baby room consists of a main play area, changing room, sleep room and messy play/feed room and has its own area for outdoor play.

Tweenies

The Tweenie Room caters for children aged from 12 months to 18 months. The ratio is one adult to three children the room holds a maximum 12 children per day. The children enjoy all aspects of play that they are able to access freely, promoting choice in their preferred area / way of learning. From painting, drawing, sand and water play, quiet time in the book area, singing sessions, to imaginative play in the home corner.

Ladybirds

The Ladybird room cares for children from 18 months – 2 years. The ratio is one adult to three children and the room holds a maximum of 15 children per day. The children participate in varied activities during the day, ranging from outdoor play to water and sand play, book corner, home corner and large and small construction areas.

Stepping Stones

The Stepping Stones room provides a friendly well-resourced atmosphere for 2-3 year old children to enjoy and achieve in a stimulating environment. The ratio of children in this room is one adult to four children holding maximum of 20 children per day.

The room is designed to enhance learning experiences across the seven areas of learning, providing a place for critical thinking, a messy play area, a place to explore, a place to imagine, a cosy corner to read and a place for mark making and creating. The outdoor environment is accessed everyday taking full advantage of the area for larger physical play. At two years your child will attend a two year progress check by their health visitor. Your child's key worker will be more than happy to share.

Your child's development assessment so you can share this information with your health visitor. We strive to work in partnership with other professionals and support multi agency working.

Little Learners

The Little Learners room caters for 27 children a day aged 3-5 years. The ratio in this room is 1 adult to 8 children. Each key worker identifies their key children's next steps and these are evident on the weekly plans to ensure that every child is provided with an appropriate curriculum which is stimulating and challenging. As children develop they are offered opportunities to enhance their critical thinking skills and will participate in adult led and child initiated learning. All children are encouraged to talk through, test and make amendments to their play ideas to consolidate their understanding. We have a wide range of resources available for the children to access and children will participate in both self- chosen and adult led activities to support their development when your child leaves us to go to school or nursery we send them a summative assessment with a short written report to support partnership working.



Ofsted the Early Years Directorate

Ofsted inspect the nursery to monitor the quality of care and provision, ensuring compliance with registration. Every two to four years the inspections will cover care and educational provision, with specific reference to children aged 3 years + and in receipt of the nursery education grant.

The nursery works in line with the four principles of the early years foundation stage enhancing the childrens' learning through look/listen/note observations:

- A Unique Child
- Positive Relationships
- Enabling Environments
- Learning and Development

Parents have access to developmental records/ information about their children, and are encouraged to take the children's folders home on a regular basis.

Safe guarding

Staff working with children have a legal obligation to follow the local child protection procedures and will report any concerns or suspicions that a child is suffering or likely to suffer from significant harm.

Reviews

Please feel free to go and read the reviews our children's parents have left on the nursery at: www.daynurseries.co.uk

Complaints

We promote and encourage positive and negative feedback with reference to the nursery/nursery staff and our procedures. If a person feels dissatisfied with any aspect of our provision, we would encourage them to follow the procedures set out below.

Speak to the nursery managers or Amy Chaudhuri (nursery line manager) on 01642 282810 ext. 52810

Speak to the head of HR services Rachael Metcalf on 01642 850850 ext. 52881

If you feel that your concern has not been dealt with to your satisfaction, you can contact Ofsted Early Years:

OFSTED
The National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone: 0300 123 1231
Email: enquires@ofsted.gov.uk

Nursery Registration Number: EY152999.
Our latest Ofsted report is also available for you read online.

Notification of leavers

One month's written notice is required stating the child's intended leave date. This should be addressed to the nursery manager.



Testimonies from past parents and children:

"A huge massive thank you to everyone who has looked after my son over the last four years you all made leaving him in someone elses care whilst I worked so much easier he will really miss you all and all of his friends I will be forever grateful."

"Thank you for looking after us for these last 11 years we had a brilliant time with you all."

"I can't thank you enough for all the kindness, skill, care and enthusiasm you have shown over the years you have had a great impact on our family and they have always been so happy with your hard efforts, fun and learning together and many memorable moments in our boy's formative years. I can't believe our boy's attachment is coming to an end it really is the end of a happy era. Thanks to everyone we are truly grateful."

"The nursery has done a super job of preparing my children for school it has been lovely to meet all the nursery staff over the last few years and we are going to miss everyone."

"Thanks for caring for my daughter she has come on leaps and bounds and this is a great credit to all your hard work we can't thank you enough."

"A special thank you to everyone for helping my daughter to know the things she needed to help live her life and grow thank you everyone for being so kind and good, we will remember you forever Playdays and we would stay here if we could."







Playdays Day Nursery

Here are our contact details if you need to contact us:

Michele Tullius - Nursery Manager

Monday to Friday

Tel: 01642 282810 Email: michele.tullius@nhs.net

Dilys Atkinson - Nursery Manager

Wednesday to Friday

Tel: 01642 282810 Email: dilys.atkinson@nhs.net

Clare McAllen - Nursery Manager

Monday and Tuesday

Tel: 01642 282810 Email: clare.mcallen@nhs.net



Ofsted
Graded GOOD

2017

Playdays Day Nursery, The James Cook University Hospital, Marton Road, Middlesbrough, TS4 3BW