

# Sale Private Day Nursery

Looking after our futures!



## **Dear Parent /Parent to be,**

Thank you for your enquiry regarding a place for your child at Sale Private Day Nursery.

Enclosed are details which will give you a brief guide to your child's pre-school years should you decide to place your child with us.

The first five years are crucial to your child's development. It is impossible to decide on the best nursery by simply reading a brochure. Therefore we invite you to visit us, chat to our staff and see for yourself our excellent facilities.

We look forward to hearing from you in the near future.

Kind Regards,  
**Mike & Louise Porter**  
**Steve & Angela Donnan**



**...more than  
just a nursery...**

### **Background information**

'Sale Private Day Nursery Ltd' is one of the largest nurseries in Trafford.

Being extremely well equipped the nursery benefits from large bright rooms split into different age groups. There is CCTV throughout, for monitoring all rooms and outside areas. In our grounds there is a large purpose built playground for plenty of outdoor play with an undercover area for those rainy days!

The nursery also owns a 15 seat minibus so that the children can also enjoy 'outside nursery' activities as we organise a variety of trips.



The nursery aims to provide a happy and secure environment for your child. The activities in the nursery are all based on the belief that children learn and develop through play. Your child while attending the nursery will experience a variety of stimulating activities through which they will begin to learn many of the skills needed as a basis for reading, writing and numeracy.

As well as this your child will be encouraged to care for themselves and others. We also stress the importance of looking after the equipment in the nursery. Tidying away after the activities is all part of your child's daily routine.

During your time at our nursery your children will be monitored through the 'Early Years Foundation Stage' framework. This is a stage of children's development from birth to the end of their first (reception) year in school.

The EYFS is based on six areas of learning which include:

- ✓ Physical Development
- ✓ Personal Social and Emotional Development
- ✓ Problem solving reasoning and numeracy
- ✓ Creative development
- ✓ Knowledge and understanding of the world
- ✓ Communication language and literacy





Some of the activities that the nursery will provide through continuous provision include:

- ✓ Sand and Water Play
- ✓ Arts and Crafts
- ✓ Modeling
- ✓ Music & Dance
- ✓ Singing & Rhythm
- ✓ Large and Small Construction Play
- ✓ Physical apparatus play (in / outdoor)

- ✓ Drawing and Writing Activities
- ✓ Table top games
- ✓ Sorting, Matching and Threading
- ✓ Imaginative play
- ✓ Baking
- ✓ Jigsaws
- ✓ Book corner / Story time
- ✓ Outdoor play

By participating in these activities and with the guidance of our qualified caring and friendly staff your child will soon develop the social, physical and intellectual skills which will help them to experience the full realization of their personalities and the satisfying fulfillment of their abilities.



Sale Private Day Nursery is based on a home away from home environment and is maintained and run to meticulous standards. On behalf of ourselves and the staff we hope your child's stay at the nursery is an enjoyable and happy one.

Should you have any problems at all concerning your child's stay with us, please do not hesitate to contact your child's key person or any one of the Management team at any time.



## ITEMS REQUIRED

You will be required to supply the following items where applicable:

- ▶ Nappies (disposable only)
- ▶ Formula milk, already made / Weaning food to be arranged
- ▶ 2 complete change of clothes
- ▶ Wellington Boots
- ▶ Coats for outside play
- ▶ Sun Cream and Sun Hats for the summer
- ▶ Any prescriptive medication or creams.

It is necessary for all items to be clearly marked with the child's name where possible.



## **Disciplinary procedures**

There are procedural steps to disciplining unacceptable behavior by children within the nursery:

1. Talk openly and friendly to the child and try to resolve their difficulties or problems.
2. Distract the child with a different area / activity / toy / etc.
3. If behavior persists, the carer will remove the child from the area to try to get them to understand why their actions are unacceptable. Parents are always informed of a child's behavior and the course of action taken. No physical or verbal punishment is allowed in nursery.

## **Ofsted**

Sale Private Day Nursery are inspected by OFSTED every 3 years to ensure that we maintain the quality and high level of standards. We offer facilities that will help children reach the early learning goals throughout the foundation stage.

All our planning for activities and play takes full account of the EYFS curriculum. Each child's ability is taken into account when planning and carrying out any activities, to ensure each child's individual needs are met.

Each child is appointed a key person who is responsible for the introduction and monitoring of that child's progress. The key person will regularly report to parent/carers. Observational and photographic recording and monitoring is used to evaluate children's development.

We plan our Early Years Curriculum which includes:

- ▶ Long, short term and medium planning takes account of a range of Special Educational Needs.
- ▶ Plans will have differentiated goals



# **Our policies**

## **1. Non-smoking**

Sale Private Day Nurseries' operate a non-smoking policy for both staff and visitors.

## **2. Complaints**

'Sale Private Day Nurseries' are happy to receive constructive comments that would enhance our standards of childcare, however should any parent or carer wish to make a complaint about any aspect of our service than you are invited to discuss the matter with the nursery managers. If the matter can not be resolved we would then advise you to make your complaint known to Ofsted.

## **3. Equal Opportunities**

As a nursery we value and respect all children as individuals, as a result, would seek to enable children themselves, within the group to develop positive attitudes to differences of race, religion, culture and language.

## **4. Medication**

As a rule we do not give children any medication unless it is prescribed by a Doctor. All medication given must be recorded and countersigned by both staff and parent.

## **5. Collection**

If your child is to be collected from the nursery by anyone unknown to the nursery staff, please let us know and provide a password, otherwise your child will not be allowed to leave.

## **6. Accidents**

If your child has an accident outside of nursery hours please ensure that staff are informed. As a matter of good practice this will be recorded and countersigned by both nursery and parent.

Accidents occurring in the nursery will also be recorded and countersigned. 80% of our staff are qualified first aiders, therefore there is always a first aider on site.

## **7. Behaviour**

The use of corporal punishment (slapping, smacking or shaking) is not under any circumstances accepted within this day nursery. However, it may be seen as necessary to remove a child from certain activities as 'time out'. The senior staff will ensure that all parents are fully informed and supportive of any actions taken.

## **8. Infection**

Parents should inform a member of staff if their child has been in contact with any contagious diseases. If your child is suffering from diarrhea and vomiting, they must not attend nursery until they have been symptom free for 48 hours.

## **9. Medical Attention**

The nursery undertakes to seek appropriate medical attention should a child require it, whether or not a parent can be contacted.

## **10. Notice Board**

Any new information that parents may find interesting will be pinned on the notice board in reception.

## **11. Progress Reports**

Children's individual development reports are written for all children of all ages.

You are welcome to look at these reports at your parent liaison meetings we hold every couple of months. Parents' evenings are also offered twice a year.

## **12. Mobile Phones**

As part of safeguarding our children policy, mobile phones are not permitted to be used by any member staff other than the management team

## Porters After school and holiday club

Porters after school and holiday club has been running for more than 10 years providing afterschool and holiday care for children attending both Templemoor and Moorlands schools. The club provides children with a fun but stimulating environment with a range of activities to meet every child's needs. A light tea is provided at both the afterschool and holiday clubs although children need to bring their own packed lunches during the holidays.



Our After School and Holiday Club is based at Templemoor school in Sale where we run:

- ▶ After School club from 3:15pm to 5:45pm Monday to Thursday
- ▶ After School club from 3:15pm to 5:30pm on Fridays
- ▶ Holiday club from 8:00Am to 5:45pm Mon-Thurs and 8:00Am to 5:30pm on Fri throughout the school holidays excluding Christmas week.

**For Bookings Call Louise on 07880 732007  
or Najma on 07973 431716**

### Sale Private Day Nursery Ltd

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