



Within the grounds of St Stephens Junior School, here at Acorns Day Nursery we offer high quality care and education for children aged 3 months to 5 years. Your child will be cared for in our purpose-built environment which is designed to support children's individual learning.

Aim:

Here at Acorns we are passionate about childcare and want to make each child's and families time at nursery as unique as they are, giving them the confidence and experiences, which will help them on their journey to school and through life.

In partnership with parents and carers we aim to encourage and support children to explore and discover the fascinating world around them, by providing them with a variety of rich, challenging, age appropriate activities to scaffold children learning and development.

Environment:

Your child will be cared for in a secure, comfortable and stimulating environment with 2 enclosed gardens and access to the school grounds and facilities. Our environment plays a huge part in the children's learning, we offer continuous provision enabling the children to make choices about what they would like to do alongside planned activities taking place throughout the day both indoors and outdoors, helping the children to learn via the 3 characteristics of learning. Our secure outdoor environment is an extension of indoors, offering a variety of play experiences which support learning and development. We free flow between indoors and outdoors so that your child can choose to be outside for most of the day if they wish, allowing for individual learning styles to be met.

We display the Golden Rules of the nursery within the environment which help the children to play cooperatively.

Meals and snacks:

Some children would have had their breakfast at home before coming into nursery, however for those children who are in nursery between 8am -9am are able to bring in their choice of breakfast for us to prepare and serve to them.

We ask that each child brings in something for snack each day which can be cut up and shared, at both morning and afternoon snack time which is provided with both milk and water.

Snack is offered as rolling snack alongside activities taking place, giving the children an opportunity to finish any learning before having snack.

Dinner and puddings are prepared fresh in the school kitchen and brought over to the nursery where the children sit in their key groups and are able to self-serve while experiencing good social skills.

We also provide a light tea for those children who are here after 4pm which consists of a light main and a pudding.

Breast and formula milk:

We ask that you provide the milk and bottles that your baby needs throughout the day, if this is formula you can either bring in a big tub and we will let you know when it is running low or you can bring this in daily in pots to be made up as and when needed. If your child is breast fed then we can store fresh breast milk in line with our policy which is available upon request. If you have chosen to breast feed your baby it is a good idea to get them used to taking bottled expressed breast milk from family and friends before they start nursery. This is due to the fact that exclusively breast fed babies can struggle more while settling in, breast feeding isn't only

milk to your baby it's a wonderful bonding time between mother and baby, breast feeding relieves stress and is often also associated with being a comfort at times of upset.

Key person:

Before your child starts at our nursery they will be allocated a key person and a second key person. Here at Acorns we believe the Key Person plays a very important role in helping the child to feel comfortable, confident and ready to learn. The Key Person is the familiar adult in the setting to which the child can turn to for support especially when upset, the Key Person should be someone who knows them and how to respond to them in a way that makes them feel safe, secure and cared for. The Key Person is not only there for their key children, this relationship extends to the parents and carers, so if a parent has a concern or a family issue that may affect their child, they feel confident in talking to them knowing that the information will be acted on appropriately.

Rest and Sleep:

Here at Acorns Day Nursery we are committed to promoting the well-being of the children in our care and believe that it is important to provide space and time for those children who would like or need rest or sleep. When a child first starts the nursery, we require a sleep routine sheet to be filled out informing us of your child sleep needs, time, and special arrangement required for sleep to help us provide the right encouragement and support from the key person when having their sleep at nursery.

This information is updated as and when changes occur in the child's sleep pattern keeping continuity with our partnership with parents.

A bed will be provided in a quiet cosy area for the child, their key person will encourage them to have a rest/sleep in the same way or routine as the child would at home i.e.: with a story, a favourite teddy bear, dummy, stroking hair etc. Making this time unique to the child, while making them feel safe and secure.

Nappy changing and toilet training:

All children where possible should be changed or taken to the toilet by their key person and in the absence of their key person then it will be the responsibility of their second key person. Each nappy change should offer opportunities for learning and interaction between the child and key person, as well as being tailored to suit the individual needs of the child and should not be rushed.

Admissions:

At Acorns Day nursery we are committed to ensuring that our nursery is accessible to all children, We not only take paying families but those who just want to take their free 15/30 hours of government funded sessions.

Places are available on a first come first served basis, and to reserve a space we require a £45 registration fee which is non- refundable.

Acceptance onto the waiting list doesn't guarantee a place.

Child protection and safeguarding children:

Acorns Day Nursery Staff have a duty of care and responsibility to promote the welfare and safeguarding of the children in our care. We are in a unique position to observe any changes in a child's behaviour or appearance. If you have any reason to suspect that a child in our care is being abused we have a 'duty of care' to take action on behalf of the child by following our Child Protection Policy. We understand how important Partnership with parent is, and how it plays a big role in the policy with regards to making sure that the parents understand our nursery's responsibilities for safeguarding and child protection. This also includes working with other agencies to help and support children in our care.

All policies are available upon request.



Fees

	Bumblebees 3 months – 2 years	Caterpillars 2 years - 3 years	Ladybirds 3 years – 5 years
8am – 6pm	£55 per day	£53 per day	£53 per day
8am – 4pm	£50.50 per day	£48.75 per day	£47 per day
8am – 1pm	Not available	Not available	£29.50 per day
1pm – 6pm	Not available	Not available	£29.50 per day

You can drop off and pick up your child anytime during your session times.

- We require a registration fee of £45, once a place has been offered and accepted, which is non-refundable.
- If the place is for government funded hours only, then no registration is payable.
- If your government funded hours fall on a bank holiday during funded weeks, you will be offered alternative session to the same value to which is convenient to both parties.
- All fees are payable monthly in advance by either cash, Bank transfer or cheque.
- Fees must be paid for the sessions booked, even if children do not attend.
- It is important to adhere to session times booked as staff/child ratios are worked out accordingly and must be maintained at all times. There is a late charge of £10 which increases every 15 minutes by £10 after a child collection time.
- Government funding can be claimed for all children the term after their 3rd birthday. This entitles them to up t 15 hours free nursery sessions per week during state school term dates.
- If your child to attends more than their 15 hours, and all year round then we can stretch your funded hours throughout the year by taking the weekly hours, times by 38 (term time weeks) and then divided by 12 (months of the year).
- You will not be charged for Bank holidays or during the nursery holiday times.
- Our fees are charged at the weekly fee, multiplied by 48 (weeks we are open), divided by 12 (months). this means that your invoices are the same each month.

The Acorns Day Nursery

Waiting List Form

Parent's name: _____

Child's Name: _____

Date of Birth: _____

Home address: _____

Contact numbers: _____

Email address: _____

Please indicate below which sessions you are looking for:

Please note: single sessions/ single days are not available.

<i>Monday</i>		<i>Tuesday</i>		<i>Wednesday</i>		<i>Thursday</i>		<i>Friday</i>	
8-6	8-4pm	8-6	8-4pm	8-6	8-4pm	8-6	8-4pm	8-6	8-4pm
8-1	1-6	8-1	1-6	8-1	1-6	8-1	1-6	8-1	1-6

Half-day session are only available in our Ladybirds room (3 years+)

Does your child have any additional needs or requirements?

Please note spaces are only available for 48 weeks of the year in all of our rooms; we are closed for 6 days Christmas (including bank holidays), 4 days at Easter and two weeks in the summer holidays.

We have a limited number of Funded Term time only spaces in our caterpillar & Ladybirds room (2-5 year olds)
Please indicate whether you only want term time YES / NO

When would you like your child to start?.....

There is a minimum of two session per week.

We will contact you as soon as you are the next eligible person on the list, we will let you know

Which sessions are available if we cannot match your requirements.

- Places are available on a first come first served basis, acceptance on the waiting list does not guarantee a place. We will contact you as soon as place becomes available; it is at this point we will require £45 deposit to reserve the place.



Early Years Free Entitlement (15 hours free funding) and term time only children

2020/21

Autumn term:

7th September – 23rd October

2nd November – 18th December

Spring Term:

January 4th – 12th February

February 22th – 26th March

Summer term:

April 15th – 28th May

June 7th – 21st July

Nursery Closure date

We close at 6pm on 21st December – re-open on 4th January 2021 (including Bank holidays)

Close at 6pm on 1st April – re-open on 12th April 2021 (including Bank holidays)

Close at 6pm 13th August 2021 – re-open on 31st August 2021 (including Bank holidays)

Bank holidays:

3rd & 31st May 2021

Acorns Day nursery, St Stephens, junior school, Hales Drive, Canterbury, Kent, CT2 7AD. Tel: 01227 819648. Email: nursery@ststephensjuniorschool.co.uk.