



Squirrels Nursery

Malvern Vale





Dear Parents and Carers,

Thank you for your enquiry regarding childcare at Squirrels Nursery.

I am pleased to provide you with this copy of our prospectus which will give you an insight in to the aims and ethos of Squirrels Nursery as well as some general information.

Of course no prospectus can be as valuable as a tour in person giving you the opportunity to meet the team and see children carrying out activities.

If you would like to arrange a visit or have any questions please do not hesitate to contact us.

We look forward to welcoming you and your child to Squirrels nursery in the near future.

Yours Sincerely,

Claire Newton

Claire Newton

Malvern Vale Childcare Manager

claire.netwon@ymcaworcestershire.org.uk



Welcome to Squirrels!

Located within Malvern Vale Community Centre, we offer a caring, happy and stimulating nursery environment for children aged between 2 and 5 years old.

Our aim is to create a positive experience which helps your child to create strong and lasting foundations for later life. Squirrels Nursery provides a calm and inspiring environment which is a warm and friendly extension of home.

Children have the time to play and explore, the opportunity to talk and question, wonder, and learn.

Working in partnership with our parents to promote each individual child's development, we build genuine relationships with our children and nurture them to become secure, resilient and independent ready for their next big adventure.

Our Staff Team

At Squirrels Nursery we invest in our staff team and promote professional development. Our well-qualified, knowledgeable and experienced staff team support our children at each stage of their journey.



Claire Newton
Nursery Manager

Hello, I am the Manager here at Squirrels Nursery. I hold a Level 3 CACHE Diploma in Childcare and Education and have over 15 years of childcare experience including nursery settings, schools, holiday clubs and nannying.

At Squirrels Nursery we are always working together to safeguard children and promoting children's welfare and safety, I hold up to date safeguarding qualifications and I am also the Nurseries Designated Safeguarding Lead (DSL).

When I'm not at nursery I enjoy getting creative while doing activities such as baking, painting, sewing and growing fruit and vegetables.

I love the outdoors and am lucky enough to live locally and enjoy walks on the hills and woodlands with my family; I have two children of my own who keep me busy along with our Border Collie, Isaac, who also enjoys coming in to nursery for his muddy woodland wanders, belly rubs and his appearances on our Facebook page!



Alice Martin
Deputy Nursery Manager

Hello, I'm the Deputy Manager here at Squirrels. I graduated from the University of Worcester a few years ago with degree in Early Childhood (Professional Practice). I've had over 6 years of experience working with children across a range of settings both in England and overseas.

In addition to being the Deputy Manager and Deputy DSL, I'm a Room Leader and the Special Educational Needs Co-ordinator (SENCO). I'm passionate about outdoor learning opportunities, all things messy play and organising outings which allow our children to explore their local area.

Outside of nursery, eating out with friends, going on long walks, taking trips to the beach and spending time baking are some of my favourite ways to fill my free time.



Sessions & Fees

Open between the hours of 8.30am and 3.30pm, 38 weeks of the year, Squirrels Nursery offers flexible childcare to suit the needs of each individual family. We welcome children from the age of 2 through to school age.

Opening Hours

We open from Monday through to Friday and our sessions start at either 8.30 a.m. or 9 a.m. and finish at 2 p.m. or 3.30 p.m.. Our hourly fee is £5.25.

Funding

We accept 2, 3 and 4 year old funding for both 15 hours universal and 30 hours free childcare. Funding can be stretched throughout the year for over 3's during the holidays using our holiday club YPLAY.

15 hours funding will be split equally between 3 days, with sessions from 9 a.m. till 2 p.m. Parents can choose to extend this between 8.30 a.m. – 9 a.m. and/or 2 p.m. – 3.30 p.m. by paying an hourly rate of £5.25.



Parents as Partners

At Squirrels Nursery it is our hope that children and their families feel welcomed and respected, we believe that parent partnership is key to the development of your child within the Early Years.

We hold various events throughout the year such as welcome days, picnics, stay and play sessions, parties and much more.

Staying Connected

To keep everyone informed with nursery news you will receive a termly newsletter. We also put these on our parent information board a long with any reminders.

You can also find us on both Facebook and Instagram. We regularly update our social media platforms and share the latest news and activities from Squirrels Nursery. You can find us by searching for the following:

 @squirrelsnurserymalvern

 @squirrels_malvernvale



The Key Person

As part of our ethos we believe in the importance of supporting your family from the very beginning. Attending a new nursery – or even a nursery for the first time – can be an emotional experience for both you and your child. Because we appreciate how challenging this time can be, we offer “setline in” sessions, where you and your child can come and spend time with us and adjust to the new surroundings.

Your child will also have their own key person based on a natural bond they develop with an individual member of the team. This strong attachment will help your child to settle and provide a first point of contact for your family.

The key person is responsible for welcoming and looking after your child and ensures that their care is tailored to meet individual needs. Your child’s key person will offer a secure base to enable your child to explore the wide range of activities planned to support their development.

Your child’s key person will observe your child during play and will liaise with you about their stage of development, current interests and likes and what the possible next steps might be. The key person will then plan activities to support your child towards these next steps, assess their progress, update their learning journal and then share this with you. We welcome your own observations and comments and will add these to your child’s journal.



Starting at Squirrels

It is important that your family feels comfortable at our nursery from the very start so we offer as many settling in sessions as you need. Once you have decided to join us at Squirrels nursery we can tailor a settling in process to suit the needs of you and your family.

On starting with Squirrels nursery we ask you to provide the following:

- Nappies
- Wipes
- Spare clothes
- Packed lunch

Please label items such as containers, lunch bags and clothes clearly, this really helps staff at the end of the day and can help prevent anything getting lost.

Staff are warm and friendly. They get to know children and their families well from the outset. Children are settled, happy and content in the environment.

Ofsted 2017.

The Early Years Foundation Stage

At Squirrels Nursery we aim to provide a full educational grounding following the Early Years curriculum in all development areas:

- Communication and Language
- Personal, Social & Emotional
- Physical
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts & Design



We adopt the philosophy that children learn through play. During each session, our children have time to fully explore both the inside and outdoor areas. They have the independence to select various activities they choose to carry out, whilst being fully supervised.

However, our methods of teaching and learning are such that children learn through everything they do, without even realising they are having their first experience of education, for example:

- They become scientists as they hunt for bugs in the garden and explore the properties of materials such as grass and mud on our Woodland Wanders.
- Developing mathematicians discover numbers as they sing counting songs, sort and match natural, open ended resources during play, and work out how many plates, knives and forks are needed at lunch time.
- Children who have fun listening to and sharing books and stories grow into early readers and writers.



Our learning through play ethos extends outside too – we offer a carefully thought out garden space and encourage physical development and a healthy lifestyle through sports, music and dance activities and plenty of fresh air.

It really is loads of fun (and educational) to be at Squirrels Nursery Malvern!



Learning Environments

We recognise the potential the environment has to inspire children. Our nursery is filled with natural light from the large windows that invite nature and the outdoors inside. We provide an assortment of toys, real life objects and authentic materials and resources to encourage children to delve deeper into their interests.

At Squirrels Nursery there are quiet places to rest and reflect, communication-friendly spaces to talk with friends, areas designed to spark creativity and imagination, things to question and count, sensory trays to explore and places to read or write. Our spaces encourage collaboration and communication and encourage an investigative approach to learning.

As part of our ethos children have access to continuous provision throughout the day as well as adult led activities. Although a regular routine helps our children feel settled and secure they also lead the flow of play.

We also provide private changing areas and sleep spaces to ensure that children feel safe and secure. We also provide space for our children's personal belongings and display their photographs to ensure they feel at home.

Play is often talked about as if it were a relief from serious learning. But for children, play is serious learning.

Fred Rogers



Safeguarding

In accordance with OFSTED regulations and the Children's Act 1989, staff to child ratios are adhered to and all staff have undergone safeguarding training. The staffing requirements are:

- 2-3 years – 1 adult for every 4 children
- 3-5 years - 1 adult for every 8 children

At Squirrels nursery we work hard to promote the welfare of children and recognise that Early intervention is important when a child is in need and shows signs of possible abuse or neglect, any concerns or disclosures reported by staff to the DSL (Designated Safeguarding Lead) will be acted on appropriately.

All staff and students working directly with the children are subject to a full criminal records disclosure (DBS) and must be on the update system.

Squirrels nursery abides by Worcestershire YMCA's Safeguarding Policy, guidelines from the Worcestershire Safeguarding children's board (WSCB), the welfare requirement of the EYFS and OFSTED.

Our safeguarding procedure is always available to parents upon request.

Only people named on your child's registration form will be allowed to collect, unless parents let us know in advance and give a description of who is coming along with the collection password and preferably a picture sent by email.

Health & Wellbeing

Being in any nursery – but especially Squirrels Nursery Malvern, provides a lot of benefits to children, however there are a couple of things for parents to be aware of which may not at first seem beneficial.

Once children start to mix in groups outside of their familial environment, they are exposed to the normal cough, colds and illnesses associated with childhood. This can range from an upset tummy, to chicken pox and hand foot and mouth disease.



Children who are unwell really do not benefit from being in nursery they need 1:1 care, all of their favourite comfort toys and routines, which is extremely difficult for a nursery to provide, to help them get better quickly. In addition the nursery needs to minimise the spread of any infections quickly and effectively so that all our children and families experience as little disruption to their usual health and well-being as possible.

We therefore have quite clear and strict exclusion periods which ensure your child is cared for at home by the people he/she needs most whilst feeling ill.

Our regulatory requirements (set by OFSTED) state that we should only administer medicine which has been prescribed by a GP, Pharmacist or Dentist. Prescribed medication should therefore be brought into nursery with the prescription label still attached, either to the bottle or the box. Staff will complete a Medical form which you sign and give authorisation for our staff to give the medication to your child.



If your child has vomiting or diarrhoea the exclusion period is 48 hours as per the health and illness guidelines which schools and nurseries are required to follow. Children who are prescribed antibiotics must remain at home for 48 hours after taking the medication, and at least 24 hours after running a high temperature, this is to minimise the risk of infection to others and in case a child has an allergic reaction to the medication.

Outdoor Learning

At Squirrels Nursery our children have continual access to our gardens and outdoor areas as we believe in the importance of outdoor learning.

Outdoor learning is an integral part of our ethos at Squirrels Nursery. We believe that when children are immersed in nature they begin to develop a respectful relationship and learn to value our natural world.

At Squirrels Nursery our children have the opportunity to spend much of their time outside and experience multiple learning opportunities in our large fields and play areas.

Our 'Woodland Wander' sessions are integral to our ethos and beliefs. As part of our holistic approach to childcare we believe that the opportunities presented by experiencing local fields and woodlands offer an additional element to Outdoor Learning. Our Woodland Wanders not only teach our children complex concepts about our natural world but also provide multiple learning and development opportunities.



The best classroom and the richest cupboard is roofed only by the sky.

Margaret McMillan

Further Information

Sessions & Fees

Full fees are charged for all children during sickness and holiday times with the exception of bank holidays unless previously agreed with the manager.

One months notice in writing is required should your child be leaving nursery.

Mobile Phones, Social Media & Confidentiality

Taking photographs and other images of the children in our care forms part of our developmental record keeping system and supports us in sharing with you the exciting things your children get up to when with us. However, because of the risk of misuse, however slight, we are extremely vigilant in ensuring no images are circulated outside the nursery.

No image that clearly identifies a child will be used for promotional purposes or on our website without your permission.

Mobile phones are not permitted to be used within the setting, Staff and visitors are required to leave their phones in the office before entering the areas where children are present. If parents are using their phones and are on a call we advise them to finish the call before entering the setting, visitors are never left unsupervised in the building, and staff will challenge anyone who they find is not adhering to the no mobile phone policy, safeguarding children is our utmost priority.

Children and family details are locked away in a locked filing cabinet and are only accessed by senior members of the management team.

Part of our staff conduct is they never discuss any nursery matters out of the setting, this includes all social media platforms, as such staff are not permitted to make or accept friend requests from parents or carers.

Ofsted

Squirrels Nursery Malvern is rated 'Good' by OFSTED.

A copy of our OFSTED report is available from us on request, alternatively the report can be viewed online via the OFSTED website using our registration number EY465264.

Local Offer & SEND Provision

We aim to provide inviting and appropriate learning opportunities for all children. We support the entitlement of all children to a broad balanced relevant curriculum, which is appropriately differentiated where necessary to ensure equal opportunities for all children.

We have various systems and strategies in place to identify children that may require additional support. If a member of nursery staff becomes concerned that a child may have special educational needs then they should consult with a nursery SENDCo, or the nursery manager, sharing their observations and reasons for concern. Alice, our SENDCo will complete observations in the area of concern then introduce an action plan or IEPs. A meeting will then be arranged with the child's parents to discuss the concerns raised in a sensitive way.

With parental consent we welcome other professionals into the nursery to observe and assess individual children in an environment where they are comfortable. These other agencies are not limited too, but many include; Health Visitors, Area SENDCo's, Early Year's Advisory Teams and Speech and Language Therapists Information is shared openly with parents and with their consent and on a need to know basis with other professionals and settings to provide consistency and smooth transitions.



