

I /WE WISH TO APPLY TO REGISTER OUR CHILD/CHILDREN AT DYSART NURSERY

NAME OF CHILD: _____ DATE OF BIRTH: _____

ADDRESS 1: _____

ADDRESS 2: _____

POSTCODE: _____ TELEPHONE: _____

PREFERRED START DATE: _____

SIGNATURE: _____ DEPOSIT PAID BY: CASH / CHEQUE



Fees/Conditions of Registration

STANDARD HOURLY CHARGE	£5.00
DAILY CHARGE (7.30am - 6.00pm)	£38.50
PER SESSION (9.00-1.00) or (1.00-5.00)	£18.50

STANDARD HOURLY CHARGE	£4.70
DAILY CHARGE (7.30am - 6.00pm)	£37.50
PER SESSION (9.00-1.00) or (1.00-5.00)	£17.50

STANDARD HOURLY CHARGE	£4.45
DAILY CHARGE (7.30am - 6.00pm)	£36.00
PER SESSION (9.00-1.00) or (1.00-5.00)	£16.50

- Late payment will automatically attract penalties
- A refundable £100 deposit payable on Registration. All fees are payable monthly in advance
- 4 weeks notice is required for withdrawal of nursery place or 4 wks. fees in lieu of notice.
- Fees are not refundable for absence /sickness and Holidays.
- An early drop-off/late pick-up fee will be applied where children start/finish outside agreed times
If a child has not been collected by closing time (6.00pm), the nursery will contact the appropriate emergency contact listed. It is therefore important to ensure contact details are current.
- We cannot admit sick children to the Nursery. If a child be comes ill at Nursery, staff will inform parents or an emergency contact. While awaiting the arrival of parents, the staff will ensure the comfort of the child, taking appropriate action, which would include seeking medical advice if necessary.



DYSART NURSERY

1, Dysart Avenue, East Cosham
PORTSMOUTH
Hants PO6 2LY- Tel: 023 92 327244
Email: dysartnursery@hotmail.com
www.dysartnursery.co.uk

From 3 Months - 5 Years

Open all Year

(Excluding Bank & Public Holidays)

MON - FRI 7.30am - 6.00pm

- | | |
|-------------------|---------------------------------|
| Samia McMinn | <i>Manager</i> |
| Gill Goodall | <i>Pre-School Leader/Deputy</i> |
| Kirsty Markiewicz | <i>Nursery Nurse</i> |
| Isla McMinn | <i>Nursery Assistant</i> |
| Elaine James | <i>Nursery Assistant</i> |
| Ann Martin | <i>Nursery Assistant</i> |
| Beverley Perry | <i>Nursery Nurse</i> |

Welcome to Dysart Nursery...

At Dysart Nursery, we believe that child care is a combined responsibility involving the child, parents/ family and our dedicated and fully qualified child care staff. Our nursery offers children a positive learning environment, encouraging all aspects of personal development through interactive play. Dysart Nursery opened in September 2002 and is currently registered for 26 children. The setting is a privately owned 'Early Childhood Education' nursery conveniently positioned in a residential area close to Court Lane and Solent Junior and Infant schools.

ARRIVAL & DEPARTURE

All parents bringing children to and from the nursery are issued with a special 'fob' to access our secure entry system - a £10.00 returnable deposit is payable on registration. Arrival & Departures are automatically logged on our Nursery billing software.

POSITIVE BEHAVIOUR

Positive behaviour guidance is used by staff to encourage appropriate behaviour in children both individually and in group situations, without prejudice or bias and for the benefit of all.

The behaviour guidance techniques used by staff centre on positive reinforcement, positive role modeling and positive communication. When behaviour challenges arise we consider our routines, the environment and the individual needs of the child to assist us in understanding how to work together in the most positive way.

ITEMS FROM HOME

We would prefer that children did not bring toys from home unless requested for 'special events'. Toys that are safe and suitable for some are not always safe for other children. Toys from home can also get lost or broken, and your children may be upset if this happens. However, if your child needs a security object or toy for comfort at rest time, please let us know.

FIRE DRILL

Staff and children practice an emergency fire evacuation drill each month.

If you arrive while a drill is in progress, please assist by staying out of the building or in the assembly area (Main Gate) until the 'all clear' has been given.

MEDICATION

A consent form must be signed and dated by parents each time medicine is given. All medicines given to us by the parents must be clearly labeled and sent with a spoon for the child to use. All medicines to be handed in to the supervisor to place it in the fridge and should be given to children by arrangement with the manager or supervisor in charge.

SAFEGUARDING CHILDREN

We follow the procedures laid down by Safeguarding Committee for handling suspected cases of abuse.

We do all we can to ensure that all those working with the children are suitable people. This involves scrutinizing applicants, verifying their identity and obtaining references, as well as CRB checks. Parents are asked to inform us of any accidents or injuries their child had outside the nursery and parents are asked to fill a form about any injuries outside the nursery and details are recorded, signed and confidentially stored in the child's file. We work with the parents for any required action. **Please read our full Safeguarding Policy.**

Nappies/Clothing

Parents to provide their own child's nappy supply, wipes and clearly labeled spare clothing and belongings.

Accidents

All accidents are recorded by a member of staff and signed by the parents. Parents will be contacted for urgent medical attention. In the event of head injuries parents will be contacted immediately.

Special needs

Some children in our nursery may have disabilities and consequently may need additional resources. Dysart Nursery is committed to providing an environment that allows these children full access to all areas of learning. Our entrance is wide enough for wheelchair access, and the designated points of entry for our nursery also allow wheelchair access..

From Age 3 Months to 3 Years

Staff working with this age group are supported by "The Early Years Foundation Stage".

and activities to help your child grow and develop. Practitioners use these guidelines to produce a series of activities that will be suitable for your child, helping them to reach their full potential. The framework builds on the relationship and skill that you have all ready developed as parents. For further information please ask a member of staff.

At 3 Years +

Children are provided with an introduction to school life and to the "The Early Years Foundation Stage". They experience life as part of a group and are encouraged at all times to work and play in partnerships. Children of this age group spend time in small activity groups working at their own pace and with encouragement.

Nursery Education Grant (NEG)

Places are available either on full or part-time basis five days a week. NEG Government funded sessions of 15 hours per week, term time only, up to 190 sessions per year, are FREE to parents. Any additional sessions must be paid at standard rate.

Parents Participation

All parents are welcome into the nursery, as the care of your children becomes a shared responsibility. We promote an environment of acceptance and trust between staff, parents and children with open communication and support.

There are numerous ways in which parents may participate in the setting and we work to ensure that you receive appropriate information. You are encouraged to join us by:

- i) Becoming involved in the program through exchange of information between staff/child/parent and attending Parent information evenings and to come and observe your child at the nursery.
- ii) Reading the regular newsletters published by the nursery and become a contributor to the newsletter
- iii) The nursery has an open door policy and parents are welcome at any time to come and participate with their child in the group room or playground. Talk to your child's key worker or the manager about this or any issues you may have in relation to your child's development and progress.