

Nurturing the
new
generation



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Choosing a nursery is an emotive decision. At Little Roo's, we understand what is important to both parents and children and our aim is to provide the perfect solution.

Our philosophy is simple - we believe quality care and education in a comfortable, safe and fun environment will bring out the best in every child. We also understand that what we do is provide a service to parents, so we ensure effective two-way communication between you and us is maintained throughout.

This pack has been compiled to initiate this communication process. It is designed to highlight important information about Little Roo's Day Nursery and your child's care, routine, education and safety. It will also provide an insight into how Little Roo's Day Nursery operates.

Please contact the Management Team who will be more than happy to arrange a visit. We hope you choose Little Roo's Day Nursery for you and for your child!

Introducing Little Roo's Day Nursery

Little Roo's Day Nursery is a leading provider of child care services dedicated to ensuring the best care and education for your child. We serve the Taplow and surrounding areas within Buckinghamshire.

The nursery is owned by Mr. and Mrs. Arora, who took over in July 2013. Mrs. Arora is a highly respected lead OFSTED inspector with experience of the UK education and child care sectors spanning 45 years. They both share a passion for delivering excellent care and education for the next generation.

Our Mission

To create a nurturing, caring stimulating and safe learning environment for all children to thrive in;

To work collaboratively with all staff, parents and the local community to maximise children's development;

To value children as individuals and to meet their needs through interesting, exciting and challenging activities;

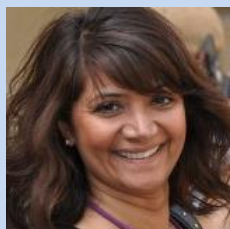
To develop children into confident, independent individuals equipped with the knowledge, skills and understanding for the next stage in their lives;



The Little Roo's Day Nursery Management Team



Rami Arora is a highly respected lead OFSTED inspector involved in the education of care of children in the UK for over 45 years. She is the owner of Little Roo's Day Nursery since July 2013.



Sonia Panchal is a Teacher and Deputy Head teacher for over 20 years with experience of care and education of young children in the UK.



Kiran Pandya has over 20 years of experience in management and technology delivering operational excellence, customer service and technology innovation.

Staff Development

Our dedicated team consists of qualified, childcare professionals that take pride in their working environment, with your child.

At Little Roo's Day Nursery, we are committed in keeping our team highly trained at all levels by investing in their professional development. This enables the team to deliver the quality care and education that every child deserves.

Our staff members are qualified but also receive regular internal training from our experienced Management Team.



About Little Roo's Day Nursery

Nursery Facility

Little Roo's Day Nursery is located in Taplow, Buckinghamshire. We are situated within the Sainsbury's grounds on Lake End Road and the nursery is entered through the store car park. As such there is ample space for parents to park when dropping and collecting their children.

We have a beautiful mock Tudor building. The inside is warm and homely with ceiling beams and lots of space for the children to play together and independently through supervision. Outside we have a lovely area for sensory and physical play. The facility is secured through an intercom locking system and we have CCTV throughout the grounds.



Jumping Roos Up to 24 months

A caring and nurturing room for our youngest children. We will ensure your child settles well into the nursery from the onset, focussing on providing a comfortable and safe yet stimulating environment. A home away from home! The room provides a generously sized and brightly decorated environment with consideration placed towards the development of each child. The children have freedom to explore with sensory items. Sleep times are well managed and routines based on the child's requirements implemented to ensure a bright and active day for each baby.

Little Explorers 24-36 months

We motivate your child to learn. Social skills are enhanced and team play encouraged. Your child will be learning numbers and letters whilst their speech and vocabulary will be advancing. Interaction with technology as well as with traditional arts and crafts will be encouraged as the children continue to develop as toddlers. Event sequencing is nurtured so for instance, after tidy up time the children sit for an action time song or after tea the children will wash their hands and go out to play. Provision is made for sleep time if your child needs a rest. We have quiet time set aside during the day also.

Big Kangas 36-60 months and the new Tree Tops 48-60 months

Your child will be preparing for later school life. Education within the structure of the Early Years Framework is used. Social skills are further enhanced and your child will have her own individual personality and confidence to contribute within the room. Of course, education is combined with care and attention to every child as they continue to explore arts, music, dance and technology. The day commences with group discussion involving each child's ideas and opinions. The well planned day offers opportunity for individual and group learning. Our curriculum ensures that the seven key areas of development are fully covered.

Our opening hours are 08:00 to 18:00, 51 weeks of the year

Meal Times at Little Roo's Day Nursery

Meal time is a very special time as it gives your child the opportunity to develop their social and communication skills alongside a nutritious meal. Each meal is prepared freshly every day by our qualified chef. Menus are on 6 week cycles with new additions being incorporated seasonally allowing us to get the best food for each new season.

Nutrition is a big part of life at Little Roo's so all menus are devised with the help of our food and dietary nutritionist. We at Little Roo's have taken into account and cater for dietary requirements and allergies and a consultation on what food your child can consume will take place with your child's carer.

Babies that are weaning will be prepared fresh puree vegetables and fruit. Once the young baby becomes confident with food they will be encouraged to join their friends in eating as a group at the table in the appropriate chair. Cows or soya milk will be introduced to children over the age of one but of course, this will be through parent consultation.

We operate a 6 week cycle for our menu which is updated twice a year. Here's a sample of one of the one of Winter menu weeks (Full menus are also published on our website):

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Lunch	Fruity Lamb Tagine With Herb Cous Cous	Macaroni Cheese with Roasted Peppers & Sundried Tomatoes with Garlic Bread	Roast Turkey & Homemade Stuffing with Roast Potatoes & Seasonal Vegetables	Chicken Korma & Rice	Fish Pie with Potato and Cheese Gratin with Vegetable Medley
	Fresh Fruit Salad	Jam & Coconut Sponge	Apple Crumble	Chocolate Sponge with Chocolate Sauce	Fresh Melon
Tea	Tuna & Sweet corn Mayonnaise Wraps	Homemade Tomato & Basil Soup with Crusty Bread	Sandwich Selection	Jacket Potato with Cheese & Beans	Cream Cheese Bagels with Cucumber Slices
	Yoghurts	Fresh Pineapple Chunks	Homemade Shortbread	Pear Slices	Apricot & Raisin Flapjack



Care and Education at Little Roo's Day Nursery

At Little Roo's Day Nursery, we follow the framework provided by the UK Government for the Early Years Foundation Stage (EYFS). The EYFS Framework exists to support all professionals working in the EYFS to help your child, and was developed with a number of early year's experts and parents. In 2012 the framework was revised to make it clearer and easier to use, with more focus on the things that matter most. This new framework also has a greater emphasis on your role in helping your child develop.

Use of ICT

At Little Roo's, we strongly believe in using technology in the right way as a part of education. We call this our Techy Tots programme. As such, we have an investment plan in place to establish innovative methods and facilities for your child to use to enhance their learning through fun and play.

Classroom activities for example include use of Learnpad tablets in conjunction with our interactive whiteboard, used to support many aspects of the curriculum.

EYFS Learning Areas

At Little Roo's we will nurture, encourage, help and track your child's progression across the EYFS learning and development areas.

Communication and Language;
Physical Development;
Personal, social, emotional development;
Literacy;
Mathematics;
Understanding the World;
Expressive arts and design;



Latest Ofsted Report Summary

- Staff have high expectations for children and teaching is securely based on a thorough understanding of how children learn, which ensures each child makes excellent progress.
- Children are engaged and very eager to explore, they meet new challenges with real enthusiasm, both indoors and outside.
- Children are secure, happy and confident to express themselves in the warm, welcoming and stimulating learning environment. The key person system very effectively supports children to form bonds and settle in the calm atmosphere of the nursery.
- The manager brings a wealth of childcare knowledge and passion for quality to the setting.
- The well-established partnership with parents and professionals that work with children, ensure that staff communicate very effectively, to put the children's needs first.

Parent Communication

Our team is passionate about your child's happiness and growth and provides a safe, nurturing environment that cultivates self-esteem. This is more than a job for us. It's an opportunity for us to share our passion for life inspiring, engaging, and awakening the wonder inside each and every child.

Combined with our passion however, is experience, expertise and qualification. Our management team has over 60 years combined experience in UK based teaching, school management, and school inspection also with experience of managing children with learning difficulties.

This delivery of care and education is wrapped with efficient business management and great customer service. As a part of this service we aim to deliver effective communication and discussion with our parents and child's carer's. In addition to verbal feedback given at the end of the session, we also send to parents by email a written report of your child's day at nursery, special moments and general news or reminders.

Newsletters

We publish newsletters to our parents. This covers schedules of events, reminders as well as progress against our continuous improvement plans for the nursery.

Social Media and the Internet

Many of our parents appreciate the regular updates on our Facebook page and Twitter feed. We have a website that is also used to publish information.

Customer Survey

We publish a regular customer survey to obtain feedback from parents to input into our improvement and investment plans.

Parent Evenings and Meetings

We have a series of parent evenings scheduled where we can discuss your child's care and education face to face. In addition, adhoc meetings are more than welcome.



www.littleroosdaynursery.co.uk

www.facebook.com/littleroosdaynursery

www.twitter.com/littleroosday

New Starters

We will work closely with parents or carers to establish an open and honest relationship. A child starting nursery for the first time needs lots of care and attention and nursery staff will work in partnership with parents/carers to settle the child into the nursery environment. Children must feel happy and secure without their parents/carers before they can play and learn successfully.

Settling In



We aim to work closely with the parents/carers and any outside professionals to establish a bespoke settling in plan. We would aim to start the settling in process 1 week prior to the arranged start date, so that the child feels confident in the new environment.

Children need to be confident that their parents or carers will return at the end of the session. In order to achieve this, our policy is to offer two (inclusive) settling in sessions, dependent on their needs. These sessions will be conducted by the child's Key Worker and overseen by the Head of Nursery. During this time, we encourage parents/carers to separate from their child for brief periods at first which can be built up to longer absences until the child is ready to be left for a whole session. A typical two session plan:

We would prefer the parents/carers of children to remain with them; this is to help us build a sense of confidence and security for both child and parents/carers. During this time, the parents/carers will have the opportunity to meet and talk with their child's key carer to share important information. Parents/carers will be required to complete a registration form and general consent form; this will include information such as, contact numbers, GP, allergies and dietary requirements. This will lead to the key carer being fully informed about your child's needs and interests leading to a smoother and happier transition into Nursery.

The second session will be slightly longer than the previous one depending on the child, the parents/carers may be asked to leave so that the child can begin to build bonds with their key carer and peers as well as begin to become familiar with the Nursery routine.



Children develop at different rates and parents/carers should not be discouraged if their child does not settle in as quickly as another. We recognise that at some stage the child may need to be left even though distressed. In such cases the child will be given continual support by a member of staff. If the child continues to be unduly distressed and is unable to settle, then the parent/carer will be contacted and asked to return.

Parents/carers are welcome to telephone the nursery at any time to enquire about their child. Parents'/carers worries and concerns will be taken seriously. All Parents/carers will be supported and given reassurance and information about their child's activities and welfare at each stage of the settling in process.

Little Roo's Day Nursery Admissions

Compliance with our registration document is the overriding policy in respect of admissions. At all times we will take into account the wellbeing of the children and compliance with OFSTED regulations. Other matters which are taken into account in deciding which child can be offered a place in the nursery are:

- Availability of spaces taking into account the staff/child ratios, the age of the child and the registration requirements
- When the application is received, preference is given to those that have been on the waiting list the longest
- Our ability to provide the facilities for the welfare of the child
- The effect on the existing children and staff of the admission of that child
- A child requiring a full time place will usually be given priority over a child requiring a part time place
- Any extenuating circumstances affecting the child's welfare or his/hers family
- Those children who are siblings of those already with us will be given preference

We will never discriminate against any child on the grounds of sex, race, religion, colour or creed. The Disability Discrimination Act 2001 lays down a legal obligation on us to consider those designated disabled or disadvantaged, using as far as possible the same criteria as the other children.

Within the admissions policy, the aim of the Nursery is to meet the needs of the child of any parent/carer who wishes to register at the Nursery. In the case of children with a statement of special educational needs, the Special Educational Needs Coordinator (SENCO) – Sonia Panchal (Accredited Special Educational Needs Coordinator) will work closely with Buckinghamshire County council's SEN Team and any outside agencies that may be involved in coming to a decision about the most appropriate provision for the child. No child will be refused admission solely on the grounds that he/she has special educational needs. In these circumstances the SENCO will work closely with the family to ensure a smooth transition to nursery and will have additional consultations with parents/carers and child as necessary. The SEN policy will also be shared with the parents/carers during the settling in process.



Little Roo's Day Nursery Waiting List

Children will be placed on the waiting list in the event that there is no immediate availability for the required place at the nursery or if the required place is more than three months in advance. Children will be placed on the waiting list in the order in which they apply for a space for the age group required and of the staff child /ratios. As stated in the admissions policy, priority will be given to those with siblings currently attending the nursery, a child requiring a full time place or staff children.

Children will not be registered with the nursery until a completed registration form is received, along with a signed copy of the terms and conditions and a non-refundable £50 registration fee. A separate registration form, fee and signed terms and conditions is required for each child requiring childcare.

Parents will be sent an email stating they are registered, confirming receipt of the registration fee, the place and start date requested, whether they are on the waiting list and the procedure by which places will be confirmed. If they are on the waiting list it will state that parents do not automatically receive the place for their child on their start date and until they have written confirmation of the place, there is no agreement in place.

Parents are required to advise the nursery immediately if there are any changes to the details provided on the original registration form. Failure to do so could result in the loss of a placement at the nursery.

Expectant parents are required to inform the nursery after the birth of their child.

When the place becomes available, an email will be sent out to confirm the place if still required. If a reply is not received back by the stated date, names will either be removed from the waiting list or if necessary placed back on the waiting list and offered to the next child on the list. A deposit and written confirmation is required to secure the place.





Little Roo's Day Nursery Fees

Our Fees are Competitive

The Nursery understands that the cost of registered childcare may seem expensive to a parent/carer. However, providing a high quality, safe and stimulating service for children requires considerable funding to ensure the continued high standards and sustainability of the Nursery, it must ask that parents/carers respect its policy in respect of fees. Our Management team makes investment decisions with the interest of the children at the forefront and we achieve a balance by being efficient in the way our nursery is operated.

We believe our fees are more than competitive and offer great value for money.

Early Years Funding



In addition, we offer the Early Years Funding Scheme. Children become eligible for EY Funding the term after their second birthday (by prior application with local council) or third birthday. Please contact us for more information.

Childcare Vouchers

Childcare vouchers are a great way to save on child care costs. We also accept vouchers from all major childcare voucher partners

Fee Planner

At Little Roo's we have implemented an award winning fee management system by Parenta, a leading nursery software company. One of the most challenging tasks facing any nursery today is collecting fees from parents, on time, every month. As an unwanted, time consuming process, nurseries are often forced to change their stance when demanding childcare fees.

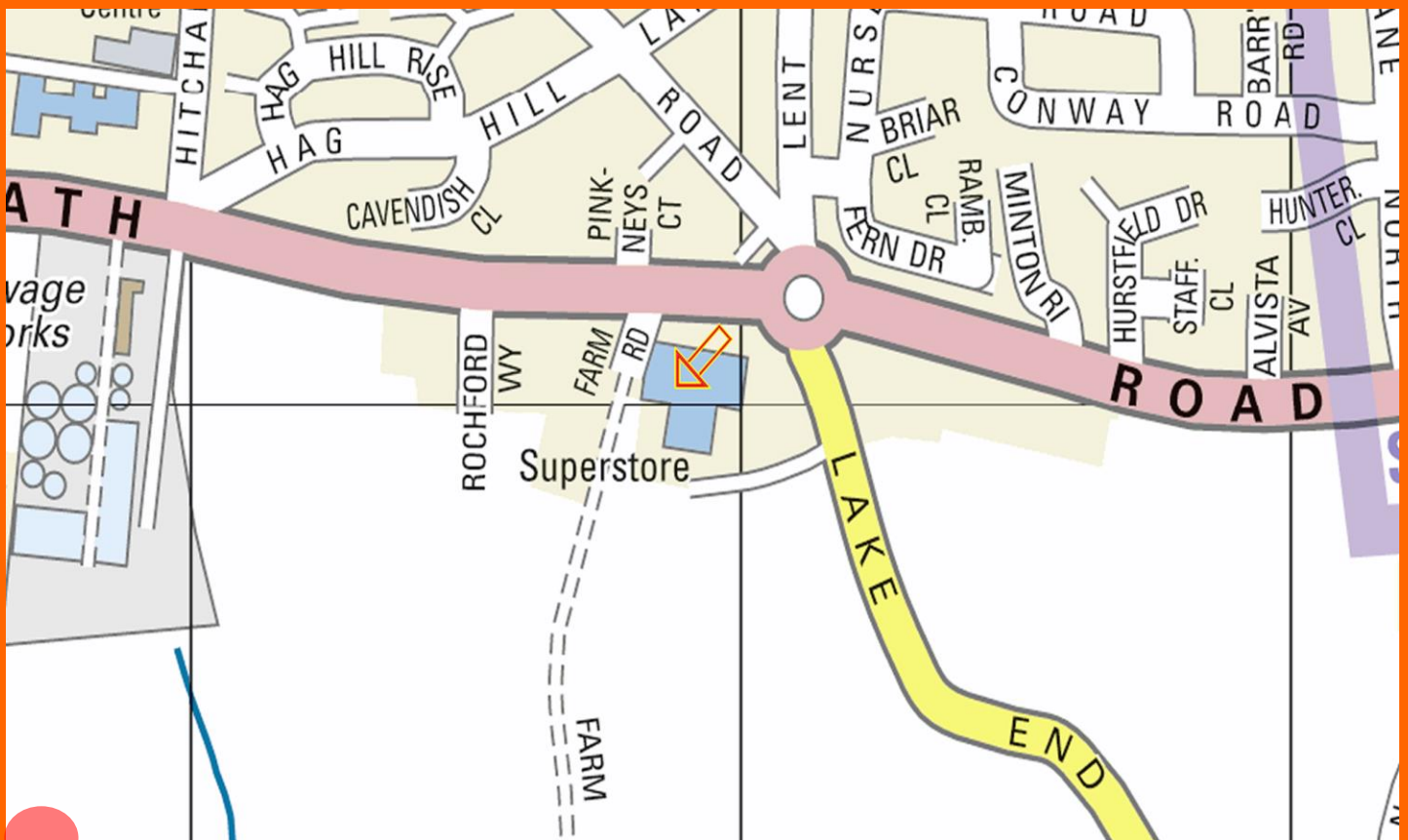
Our direct debit service, Fee Planner, ensures that nursery fees are collected in a quick, simplified manner, creating more time for us to provide quality care to the children, while maintaining a healthy relationship with you the parents.

Terms and Conditions

When you join the nursery, you will be asked to sign a copy of the terms and conditions. The Head of Nursery will do this once you register the child.



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Situated in Sainsbury's Car Park
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