

Redhill Montessori Nursery



INTRODUCTION TO REDHILL MONTESSORI NURSERY STATEMENT OF PURPOSE

'Education is a natural process carried out by the child and is not acquired by listening to words but by experiences in the environment.' Maria Montessori

Redhill Montessori Nursery is a full day care provision and a limited company which was opened by Mrs Meryl Lovegrove the Director (RI) at Glenover House, Haverfordwest in early 2004 following many inquiries from parents in Pembrokeshire needing child care provision for children younger than 2 years of age. This was an extension of the quality provision that has become one of the hallmarks of Redhill Preparatory School and existing Montessori Nursery. Mrs Karen Deluca is our Montessori Nursery Head. We now operated from The Garth, St. David's Road, Haverfordwest, Pembrokeshire, SA61 2UR.

A warm welcome awaits you when visiting the nursery. We aim to offer a well-planned daily routine which reflects commitment to quality and care of the children within the nursery. Our Montessori ethos encourages children to initiate their own learning to gain knowledge and develop new skills. Our Montessori planning incorporates the Early Learning Goals for the younger children and Foundation Phase requirements for children attending the Nursery Class.

The children in Redhill Montessori Nursery benefit from the safe, secure extensive indoor and outdoor play facilities which include a Secret Garden of Sensorial Discovery to enhance wellbeing with an area for an Archaeological dig, children's vegetable allotment, a community shop offering a range of home produce and an all-weather outdoor play area/summer classroom.

The purpose of our programme at Redhill Montessori Nursery shall be to provide a quality Montessori experience that will benefit the children, the parents and the community. Our programme focuses on children's individual thoughts, their inner spirit, physical and emotional needs, we encourage growth in these four areas. Through teaching we hope to inspire our children rather than fill them with facts, motivate to discover on their own and think for themselves. We aim to encourage our children to make their own individual choices while helping them to grow in confidence and independence.

We take great care to treat each person as an individual in their own right. We welcome families from all cultures, race, religious and ethnic backgrounds. At Nursery we aim at all times to meet the needs of all able and less able children and their families by providing the opportunity for everyone to access our buildings and use our facilities irrespective of their abilities.

As a Nursery we cover a wide range of subjects to reflect the cultures of the children and their families as well as the cultures of the wider society.

In partnership with parents and our local community we learn about and acknowledge a variety of festivals celebrations and customs around the world. Although we are an English speaking nursery, staff support children whose first language is Welsh or speak an International language.

The triple partnership between the child the parent and the nursery

Our nursery provides parents with various opportunities of involvement throughout the year. We hope we have a range of ideal activities to suit parent's interests and availability. Children learn by example and we know that parents are the most important teachers in a Child's life, therefore we cannot do the job alone. Simple woodwork, visits to the allotment, home baking and Story Telling in nursery our families have so many hidden talents. The children enjoy and are very excited to include families in their nursery day and it gives parents a great chance to get a feel for what it is like for their child to attend Redhill. Throughout the year we have planned 'Seasonal Stay and Work weeks'.

'Proud Board' Main reception area.

Where we highlight items that we feel our Children should be particularly proud of. Our proud board helps to develop self-confidence and motivates them to keep trying even when they may find something difficult.

Annual Questionnaires to parents and pictorial forms for children help to form part of our Nursery Development Plan.



Example of daily routine - youngest children

Our day together



8.30am- Montessori Work Cycle Begins

Early morning arrivals begin, small children have time to explore and work with the Montessori materials in the room.

9.00am- Morning Tea

Morning tea is provided by parents, please provide a healthy snack of toast and fruit.

9.15am- Yoga bugs and yoga for babies

During these yoga session children can improve their flexibility, strength and mobility.

9.30am- Rest Time

Children who nap in the morning will go down in their own cot; we encourage our families to bring in a comforter for their child. Soft music plays while we put the infants to rest, and any unsettled children are rocked to sleep.

10am- Outdoor Play and Excursions

Outdoor play time may include bubble fun, the parachute game or a walk around the forest school.

10.30am- Group Time

Our group time activities often include:

Sensory experiences, art and craft, music and movement and story time.

11.45am- Lunch Time

Working hard is hungry work! Children enjoy a healthy balanced lunch packed by their family. Children who are bottle fed are given bottles as specified.

12.30pm- Rest Time

Children who nap after lunch will go down in their own cot; we encourage our families to bring in a comforter for their child. Soft music plays while we put the infants to rest, and any unsettled children are rocked to sleep.

2.00pm- Rest Time

Children who require another nap will go down in their own cot; we encourage our families to bring in a comforter for their child. Soft music plays while we put the infants to rest, and any unsettled children are rocked to sleep.

2.30pm- Afternoon Tea

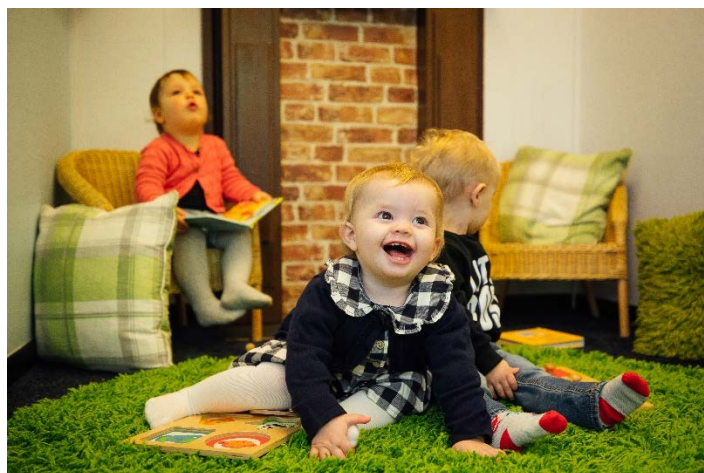
Afternoon tea is provided by their family, usually fruit.

Children who require bottles of milk will be given at this time.

3.00pm- End of School Day Session

Good afternoon and welcome back!

4.00pm-Indoor Play



Typical day in a Montessori Nursery Class

8.00-9.00 Settling activities	9.00- 9.30	9.30- 11.50	11.50- 13.00	13.00- 15.00	15.00-15.30	15.30- 17.30
MONDAY	Circle time PSD,W&CD	Games 9.30 am- 10 am PD Music 10.45am CD	Lunch Lunch time is such a special time of the day! Outdoor play - always zips by so quickly!	Swimming PD Topic KUW	Tidy Story Time	After School Activities
TUESDAY	Yoga/Manda las PD Circle time PSD,W&CD	Montessori Work Cycle LLC/MD	Lunch Outdoor play	Forest School LLC/MD KUW/CD	Tidy Story Time	After School Activities
WEDNESDAY	Circle time PSD,W&CD	Craft for a sustainable future LLC/MD KUW/CD	Lunch Outdoor play	Art CD	Tidy Story Time	After School Activities
THURSDAY	Circle time PSD,W&CD	Ballet PD Montessori Work Cycle LLC/MD	Lunch Outdoor play	Welsh WLD Montessori Work Cycle LLC/MD	Tidy Story Time	After School Activities
FRIDAY	Star assembly PSD,W&CD	Cultural/Cosmic Development KUW	Lunch Outdoor play	Group Tuff Tray Activity LLC/MD KUW/CD Cubs Rugby PD	Tidy Story Time	After School Activities

Free flow system in place Continuous provision timetable

KUW - Knowledge and Understanding of the World. CD - Creative Development. PD - Physical Development. WLD - Welsh Language Development. LLC - Language.

MD - Maths. PSD, W&CD - Personal and Social Development, Wellbeing and Cultural Diversity.

Our indoor/outdoor free flow Montessori environment

Our environment is prepared with beautiful materials that facilitate growth and foster peace whilst keeping up with busy and active young children.

We believe our rooms/classrooms are friendly places where children can feel at home.

Everything in Montessori environment is child-sized and made to be accessible to the children.

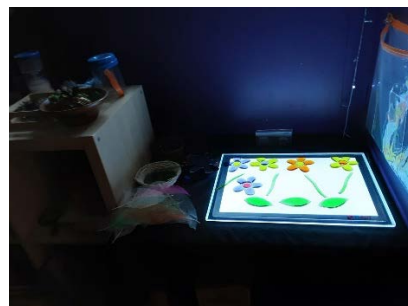
Practical life: activities develop life skills, spooning and pouring exercises, whisking and grating trays, cutting and threading activities that children undertake help them to settle and feel the familiarity of home.

Sensorial materials: using colours, temperature and classification. Children are particularly drawn to these materials. The Pink Tower, Brown Stairs and Colour Grading making a rainbow are always favourite cycles of work.

Maths: materials are made from wood, natural materials and simple designs, Number Rods, Sand Paper Numbers, Spindle Boxes promote mathematical development and are physically engaging for the child.

Language: Insets for design, Sand Paper Letters, Large Moveable Alphabet - all these materials encourage in a child a natural desire to express their knowledge.

Cultural and Cosmic Development: A Magical space which allows children to experiment and develop their own interests whilst extending their vocabulary.



Art and Creativity: Painting, drawing, singing, playing instruments or dancing children are encouraged to be individuals, free to express their feelings and emotions.

Outside: The perfect space for running, jumping and playing in sand and water, using bikes scooters and tricycles. Watering the garden, blowing bubbles, drawing with chalk and making use of large outdoor play equipment.

Outdoor Classroom: Topic themed role play area - Prop Boxes containing clothing from around the world, themed kitchen equipment, cultural dolls and a large fully equipped cooking station encourage children to use their imagination freely. Small World Play is also situated in the outdoor classroom.

We can care on a daily basis for a total of up to 50 children aged 0-4 yrs. As part of our belief in 'quality of provision' we have strict adult: child ratios in place with children under the age of two having 1:3 staff ratio, our youngest children benefit from a cosy new layout which takes into account the needs of all the infant children, we have space for 12 infants per day. Children aged two to three have a 1:4 staff ratio these nursery class children enjoy a well-designed class room tailored to their developing needs and educational development. Twelve children a day attend the nursery class. Children aged three to four have a 1:8 staff ratio in a beautiful Montessori class room environment, children work from an individualized curriculum this classroom is calm and peaceful. Up to twenty-four children per day can attend this class and experience the amazing benefits of a Montessori Education.

Our Nursery Head, Mrs Karen Deluca NNEB, past assessor/teacher of nursery nurses and holder of Montessori Diploma, Dip Level 3 Child Care & Education is responsible for the overall supervision of the nursery team who include Deputy Heads and Nursery Assistants who are all qualified with either NVQ III, Diploma III, Early Years teaching degrees or Montessori Teaching certificates. Two staff members hold CCLD level 5 Management Qualification. Mrs Deluca is the first person that parents report to for any queries regarding financial concerns. The nursery is open from 8.15am - 5.30pm Monday to Friday, all year round, except for the Christmas holidays and Bank Holidays.

FULL DAY 8.15am - 5.30pm

SCHOOL DAY 8.45am - 3.00pm

For parents who want their child to share our experiences here at Redhill Montessori Nursery, we encourage an initial visit to our web site which offers a small snapshot of nursery life. Our Nursery Head will email an enrolment pack to you which contains registration forms, terms and conditions, nursery policies and care plans for younger children. Our policies can also be found on our web site.

Meals

Parents are asked to bring in their own food and milk for very young children. The Nursery will however provide Breakfast for full day children all snacks and a two course lunches for the older children in the Nursery. (A 2 weekly menu is emailed to the parents each term). We have a Healthy Eating Policy, which also takes account of individual dietary needs. We firmly believe that we need to help children develop patterns of Healthy eating from an early age, it is important that the food and eating patterns to which children are engaged in promote positive attitudes and enjoyment of good food. We provide a Healthy Breakfast and our choice of snacks in nursery are as healthy as possible.

Toilet training

We recognise that parents have individual preferences for nappy brands and for this reason ask parents of (0-2 year olds) to bring in their own daily supply of nappies. We would hope that all children would be out of nappies by the time they enter the nursery class due to the extracurricular activities undertaken.

Holidays

Parents are requested to fill in and return a holiday form one month prior to departure in order to receive a 100% discount (to a maximum of 2 weeks per annum pro rata) For example, if your child attends the nursery for two school days per week they would be entitled to four days of holidays. if less than one months' notice given we will deduct 50%. Any other holidays will be charges at full rate. There is also a 100% discount for Bank Holidays. There will be no charge for the Christmas holiday period when the nursery is closed.

Pets

The nursery currently benefits from 2 fish tanks. One for the older children and one for the younger children. No other pets are currently in the nursery. This offers the children the opportunity to learn from and care for the fish.

ESSENTIAL POINTS FOR PARENTS

Rota: Notification of Changes

Please let us know as soon as possible of any changes in your requirements, including a later-than-usual collection time. We need to ensure that our staffing levels are right and can only do this if we have adequate notice of any variations. In an emergency a brief phone call, if possible, would be appreciated.

Change of Person Collecting Your Child

Your child's safety is our first concern. If someone different will be collecting your child, for whatever reason, please give them a signed letter of authorisation or a password.

Communication

We forwarded to parents via 'Family' app daily information about their child, newsletters, in-house events and celebrations. Emails are used for more formal communication and invoicing. Progress reports are emailed to parents and at the end of the School year children in the nursery class receive a paper report as requested.

Telephone System

We have our own direct line which is (01437) 779834, alternatively, should you phone the main school on (01437) 762472 they will be able to put you through to us.

Illness

We appreciate how difficult it is, when a child is slightly unwell, to decide how poorly he or she really is. We must ask, however, out of consideration for all our other children and parents, that if you are in any doubt, you keep your child at home. If this does happen, we would greatly appreciate you telephoning us to let us know.

We have clear procedures in place if children or staff begin to show symptoms of COVID-19 on site. Those showing symptoms will be kept separate in the first aid room with a staff member until they can be collected. We will continue to update our procedures in line with Welsh Government Guidance.

Medicines

As per the medication policy, please bring any medicine, in its original bottle, that your child needs into the Nursery and give it to a member of staff. We will fill in a Medicine Record Form, which we will then ask you to sign so that the correct dose and timing are recorded.

Health and Sickness Policy

A child will not be accepted at the beginning of a session if it is obvious that he/she is not well. Parents are asked at this time to take their child's temperature before making their way to the nursery (normal temperature for a child is 36.6C). If a child develops symptoms of any of the illnesses listed below whilst at Nursery, the parents will be contacted and asked to take the child home.

ILLNESS:	EXCLUSION PERIOD
Conjunctivitis	Having used the prescribed cream/drops, Until eyes have stopped running.
Sickness and/or Diarrhoea	48 hours after the last bout of sickness/diarrhoea.
Influenza	Seven days.
Chicken Pox	Until spots/scabs are no longer wet and have Hardened.
Hand, Foot & Mouth	Until blisters have crusted over and any Diarrhoea has stopped.
Mumps	Ten days.
German Measles	Four days from appearance of rash.
Impetigo	Having used prescribed cream, until sores have disappeared or kept covered.
Head Lice	Parents to advise staff immediately.
Covid-19	Can attend nursery if child has no temperature and appears well enough to attend.

Emergencies

Please refer to our First Aid Policy under our sub heading 'calling the emergency services' for further information.

In case of medical emergency /accidents, it is the decision of a member of the Management Team to call emergency services. All nursery staff members are trained First Aiders and are expected to support and assist this decision.

Procedure call emergency services

- 1 State what has happened
2. The child's name

3. The age of the child
4. Weather the casualty is breathing and/ or unconscious
5. The location of the nursery.

The member of staff should wait in a car park to lead the emergency staff straight to the casualty.

If the casualty is a child, their parents should be contacted immediately and all the information given. If the casualty is an adult, their next of kin should be contacted.

Fire evacuation

1. Raise the alarm
2. Staff members are responsible for evacuating all children from the nursery to the Fire Assembly Point (Nursery Playground or front lawn of the nursery). Do not stop to collect belongings.
3. Assign responsibility to - member of the management team before leaving to:
 - Check toilets, kitchens, first aid room, sleep room etc
 - Collect all class registers
4. Close all doors behind as you proceed.
5. Telephone Emergency Services dealing 999 asking for the Fire Service.
6. At fire assembly point:
 - Call register
 - Count all children
 - Count all adults

Spare Clothes

In inclement weather should parents wish to provide their child with his/her own wellies then please bring in a pair (clearly named) for outside play and a set of clothes in a named bag, in case of accidents.

Sun cream

We are unable to use our own sun cream on your child just in case he/she has an allergic reaction to our own brand. You will need to supply your own sun cream together with signed permission for staff to apply your cream to your child (see parents' agreement form).

Uniform

We ask that all of our nursery classroom children adopt our uniform policy. Details of uniform requirements for older children can be found in the school office or through Mrs Deluca. We ask that parents visit our uniform providers at perryuniform.co.uk to place orders.

Parking

All parents of Redhill Montessori Nursery children are asked to use the lower car parking spaces provided. In view of the young age of the children and the number of little ones around, please exercise extreme care.

Fees

Bills will be sent via email using QuickBooks and payable on the 5th of the month by BACs or by cheque/cash. You will be billed separately for any extra sessions in arrears. Late pick-ups will be charged at the rate of £25.00. Payments must be received within seven days of the agreed date and late payments will result in a surcharge. If two invoices are left outstanding, the Nursery reserves the right to withdraw a place for your child.

Funded Childcare offer

Children from the age of three years may be able to access up to 20 hours funded childcare via Ceredigion County Council, this offer is available to children until their fourth birthday. For more information, contact Ceredigion County Council.

Tax-Free Childcare

The Government Tax-free Childcare will give eligible parents an extra 20% towards childcare costs. This equates to the Government contributing £2.00 for every £8.00 paid into an online Childcare account.

For further information, see: <https://www.gov.uk/help-with-childcare-costs>

Problems and Queries

Please feel free to raise any issue that may be troubling or puzzling you. We aim to provide the best possible nursery care for your child and we can do this only with your help. Mrs Karen Deluca is always happy to discuss any query you may have, or please feel free to contact Mrs Meryl Lovegrove Director, if you feel it would be more appropriate.

Complaints Procedure

We hope your time with Redhill Preparatory School will be an enjoyable one, however, should you feel unhappy with any issues then all complaints need to be addressed either to Mrs Karen Deluca or Mrs Meryl Lovegrove should this be deemed more appropriate. Parents have the right to ask for a copy of the Nursery Complaints Procedure Policy. Should parents feel unhappy about approaching either of the aforementioned people, they are entitled to contact the C.I.W., Government Buildings, Picton Terrace, Carmarthen O300 7900126.

Additional Needs

We will assess children's needs on an individual basis. We have disabled access to the nursery facilities, if required we will work with other professionals and parents to

develop an IEP or a Health Care plan to support children with educational or physical additional needs.

Should you decide that you would like your child to come to Redhill Montessori Nursery, we will discuss with you how best to organise settle in sessions. We offer pre booked tours of the Nursery with a maximum of two family members. For parents of older children an 'All About Me Form' will be sent out, please return prior to your child starting nursery. Mrs Deluca will go through the completed Registration Form and record full details of who will be collecting your child prior to your child starting in the nursery.

Thank you for your enquiry. To request further information, please contact **Mrs Karen Deluca**, on (01437) 779834.

This Introduction to Redhill Montessori Nursery/Statement of Purpose is reviewed annually by Mrs Karen Deluca.

Last Review: March 2022

Review the Statement of Purpose - March 2023

