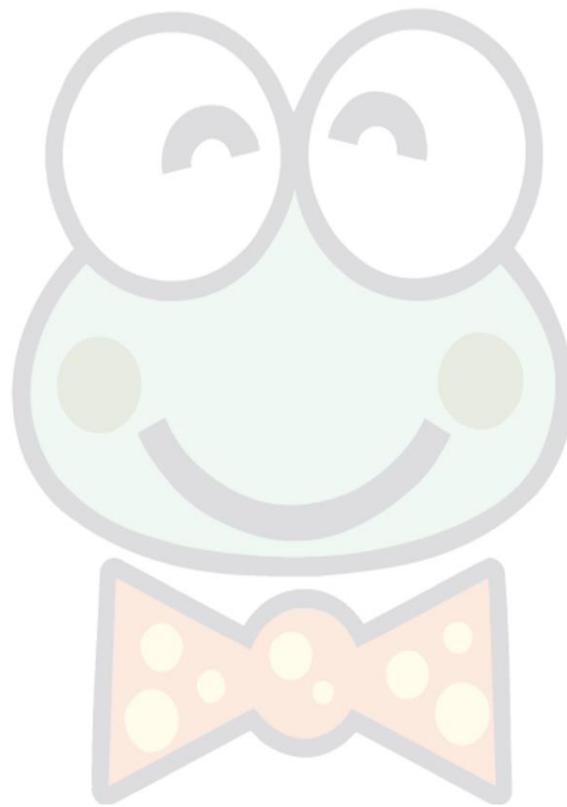




Working in Partnership with Renfrewshire Council

Purposely designed with families in mind



Multi Award Winning, Reggio Inspired, Family Run Nursery



INVEST
in Renfrewshire



Special Recognition Award



Welcome to



Quality Childcare covering from birth to five years old

We aim to provide the highest standard of care for your children by expert qualified teachers, in an exciting and stimulating Reggio Emilia inspired environment.

We offer wraparound care to suit individual family requirements and lifestyle, with a range of flexible sessions available between the hours of 0740 to 1800 covering whatever period best suits you.

Here at Carli's Kindergarten not only do we offer the highest standard of care for your child, but also ensure that each teacher has the necessary experience, skills and training they need to fulfil this fundamental role.

Our Vision, Values and Aims

Our Vision

- To provide a safe, nurturing and stimulating environment which supports creativity, skills for life, resilience, collaboration and a love of learning.

Our Values

- **Care** – Carli's is committed to providing the best Care for your child
- **Achieve** – Carli's will support your child to Achieve their full potential
- **Respectful and responsive relationships** – Carli's is committed to building Respectful and responsive relationships with all stakeholders
- **Listening** – Carli's will always listen to any suggestions, ideas and opinions of our stakeholders and use these to lead our improvements
- **Innovation** – Carli's will always be innovative and move forward with new ideas, facilitate captivating experiences and provocations for the children
- **Staff** – Carli's will ensure that highly motivated and trained staff will teach and care for your child

Our Aims

- To create a nursery environment which encourages curiosity, discovery and imagination through uninterrupted play, incorporating real life experiences
- To foster high-quality leadership at all levels
- To work together with parents as partners to improve learning and care both in nursery and home
- To develop a culture of ambition and achievement
- To facilitate our children with skills for learning, life and work
- Manage seamless transitions between home, nursery and school.

BEST PRACTICE

Nothing is more important to us than the wellbeing of your child.

What is Reggio Emilia?

The Reggio Emilia approach to early childhood education is based on over 40 years of experience in the Reggio Emilia municipal infant/toddler and preschool centres in Italy. Through the approach, adults help children understand the meaning of their experience more completely through documentation of children's work, observations, and continuous teacher-child dialogue. It also guides children's ideas with provocations – children lead their own learning.

The learning environment plays a key role in the Reggio Emilia approach. Children thrive in environments that are suited to their interests and development stages. In the Reggio Emilia approach the environment is viewed as a place that is welcoming, aesthetically pleasing which embraces nature and is filled with purposeful materials. The layout of the environment promotes relationships, communication, collaboration, and exploration through play.

Staff Ratios

Not only do our staffing ratios meet National Care Standards, we have additional staff to make sure the day to day running is as smooth as possible.

0-2 Room – 1:3 staff to child ratio

2-3 Room – 1:5 staff to child ratio

3-5 Room – 1:8 staff to child ratio

Staff Training

As an equal opportunities employer we offer support and guidance to students throughout their modern apprenticeship. We see this as an ideal opportunity to encourage and influence the next generation of Early Learning and Childcare experts, developing them from the start where they learn as they work. All students will undertake their qualification in Social Services (Children and Young People) and will obtain a full PVG disclosure prior to employment and be registered with the SSSC within 6 months of starting.

Staff will continuously update their knowledge through regular training both in-house and out to enable them to become leaders in their own learning and deliver the best possible learning experiences to your children.

Staff have additional training to support the safety of your child which includes Paediatric First Aid Training, Manual Handling, Fire Safety and Food Hygiene. This is obtained by staff within the first 6 months of starting with Carli's Kindergarten.

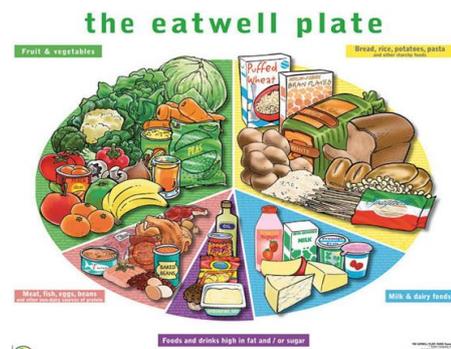
Oral Health

Young children need help with tooth brushing on a daily basis. Research suggests that tooth brushing at least twice a day with fluoride toothpaste can help prevent tooth decay. To support this, 'ChildSmile' has developed a national supervised tooth brushing programme which is implemented within Carli's Kindergarten. All children will have their own toothbrush which they can identify using a symbol system. If you do not wish for your child to be involved in the programme you can complete an Opt out form which is available from the management team in the office area.

Setting the Table

This guidance celebrates the contributions that Carli's Kindergarten has in shaping the future in eating patterns. The implementation of this guidance will:

- Champion the importance of a well-balanced diet and positive choices both with children and their families
- Assist Carli's to work with families who face the biggest challenges in providing a healthy diet for their children
- Highlight the importance of food as a tool for social development and learning



Your child's growth, behaviour and development can be affected by diet. A balanced diet will help your child remain healthy, as well as aid growth. That is why we promise to provide a freshly prepared diet of the highest nutritional value and best practice by following 'Setting the Table' document.

- We cater for any special dietary requirements, including allergies and parental preferences
- Menus are reviewed on a 6 month basis and consist of 4 different menus which alternate on a weekly basis
- Recipe cards and menus are available within the hallway area

No Smoking

We operate a strict No Smoking policy in all areas including the grounds.

Parents Know Best

As a parent, you are your child's first main educator. We at Carli's Kindergarten feel it is essential to develop clear communication and understanding with you - the parent, to ensure that your child reaches their full potential.

Our priority is to continuously monitor and evaluate customer service delivery to you, by inviting you to express your views and opinions on our performance formally and informally; at parents' evenings and on our closed facebook page. With this feedback we are able to maintain the highest standard of provision at all times, for you and your child.

Daily Diaries

We feel positive relationships with parents are enormously important, as are the benefits of quality interaction and sharing of information. When your child is collected from Carli's Kindergarten, the teachers will feedback information regarding the learning experiences and development your child has made that day. You will also receive a Daily Diary (within the under 3's) which will detail additional information such as, how your child has eaten, slept that day and also about nappy changes. This information is displayed on a white board within the 3-5 room to encourage children to effectively communicate with their parent/guardian.

Key Worker

The basis of forming a relationship with your child is to consider what their needs are and to adapt the way in which we work to meet those needs. Carli's Kindergarten operates a key worker system, which involves a named teacher being responsible for assessing and meeting your child's individual needs, as well as the maintenance and upkeep of his or her developmental records (Learning Journals). Parent's Evenings/ Open Nights are available every 6 months to enable you to discuss your child's journey with their keyworker.

Development

Play is an essential part of a happy healthy childhood and 'when children play their brains do two things; they grow and they become organised'. By investing in all our children now, we can strengthen their ability to achieve their full potential. All children must be able to play freely and safely while learning to manage risks and make choices about where, how and when they play according to their age, stage, ability and preference.

All children's individual development is observed and documented to gain knowledge of what they can do and to understand their strengths and to gain an understanding of their dispositions to learning. You can access your child's 'Learning Journal' any time – these are available within the playrooms.

Additional Support for Learning – Getting it Right for Every Child

Getting it Right for Every Child supports families by making sure children and young people can receive the right help, at the right time, from the right people. Most children get all the help and support they need from their parents, wider family and their community but sometimes, perhaps unexpectedly, they may need a bit of extra help.

Carli's Kindergarten will ensure that all children receive the additional support required to meet their individual needs to help them become successful learners. When necessary (with parental consent), we work in partnership with other professionals, such as physiotherapy, speech and language therapy and educational psychology.



If you have any concerns about any aspect of your child's development, please do not hesitate to discuss this with your child's key worker, enabling them to provide you with the appropriate support and advice.

Parental Involvement - Facebook page

Carli's Kindergarten has a closed facebook page where you can share views and ideas with other parents, as well as getting involved with fund raising and social events. This also provides you with the opportunity to contribute your suggestions into the organisation, management and decision making processes within the nursery.

Children's achievements and learning experiences which they have participated in are also shared within this page.

PEACE OF MIND

At Carli's Kindergarten we maintain your trust in us by ensuring the safety and protection of your child whilst in our care.

Access

The nursery operates a secure door entry system. Doors into the nursery are kept locked at all times and visitors will only be permitted by staff once identification has been verified and they are signed into the building. If we have any visitors within the building, we will make you aware of this by displaying the visitors profession on our visitors board within the hall way.

Childs Plans

Getting it right for every child introduces the concept of the child's plan, no matter what the child's needs. This is to be used by a single agency or several agencies working together to support the child. It will detail information regarding your child's care and developmental needs. Teachers will update these plans every six months unless changes are required to be made before this time.

Medication

We have a medication policy in place which meets all current legislation and is updated regularly. Keeping in line with our medication policy, all medications are removed from your child's bag. All staff are fully aware of this and have regular training. Parents must complete medication forms prior to any medication being administered. All children with long term medical conditions are individually supported with on-going medication forms.

DEDICATED PLAYROOMS

0-2 and 2-3 Years

Carli's Kindergarten use the Pre Birth to Three guidance and Building the Ambition document to inform best practice within the playroom. Teachers plan for children's learning according to their individual needs, interests, cultural festivals and events.

Learning experiences include:

- Malleable experiences
- Heuristic play

- Outdoor learning
- Imaginative play
- Stories and Songs

Opportunities for children to rest is vital

An area within the playroom is dedicated to allowing your child to rest and sleep. Children usually sleep on a sleep mat where clean sheets and bedding will be provided. This is in line with our sleep safe policy. If your child has a specific preference to sleeping arrangements, please feel free to discuss this with your child's keyworker.

Baby Feeding

Carli's kindergarten is a breast feeding friendly nursery, offering parents the opportunity to breast feed during your child's session. We also provide chilled storage for breast milk. Once weaning begins, we provide freshly prepared meals at your preferred consistency. We can support babies with different weaning methods such as traditional weaning or baby led weaning, depending on parental/ child preference. Preparation for formula feeds is available within Carli's.

Toilet Training

When your child initiates interest in toilet training, the teachers within Carli's are more than happy to work alongside parents/carers to support this. Spare clothes are welcomed during this transition. Both potties and small toilets are available for children, depending on their preference.

3-5 Years

Your child will have the opportunity to experience a range of learning experiences which meet all eight areas of the Curriculum for Excellence. Your child will be introduced to early literacy, numeracy and health and wellbeing. These learning experiences are facilitated using provocations allowing all children to learn naturally through play. Each child is encouraged to learn at their own pace within their own capabilities.

Learning experiences include:

- Malleable experiences
- Heuristic play
- Block play
- Outdoor learning – den building, forest kindergarten, physical exploration
- Imaginative play
- Stories and Songs

Terms and conditions

- The Nursery is open 50 weeks of the year; we are closed at Christmas for two weeks. (no charge for these 2 weeks)
- Booked places are paid for whether or not the child attends the nursery.
- Additional costs will be incurred for late collection of children.
- There is a registration fee of £100.00 which will be deducted from your last payment, providing one months notice is given of termination of place.
- All fees are payable one calendar month in advance, on the first day of each month.
- Fees remaining unpaid by the 7th of the month may result in your child's nursery place being offered to another child on our waiting list. *If you are having difficulties meeting fees, please speak to the nursery manager in confidence asap.*

Discounts

We offer an additional discount for families with more than one child at the nursery.

What You Will Need.

Should you decide to secure a place at Carli's Kindergarten, there are a number of personal items we will need you to supply.

- A change of clothing for any little accidents.
- Suitable outdoor clothing including Wellingtons allowing them access to our outdoor play area.
- Indoor shoes i.e. slippers, trainers etc.
- Nappies and wipes if required.

Notice of Termination

One months notice is required for any change of sessions, or cancellation of the nursery place. Failure to do so will result in payment of fees in full.

Please call the Nursery Manager who will be only too happy to discuss any of the routes to funding below:

Available Sources of Childcare Funding

Universal Credit

From the Inland Revenue, parents must be working 16 hours or more, can pay up to 80% of weekly cost.

Learning and Skills Council:

Funding is accessed through Colleges or Training providers.

Employer Contributions:

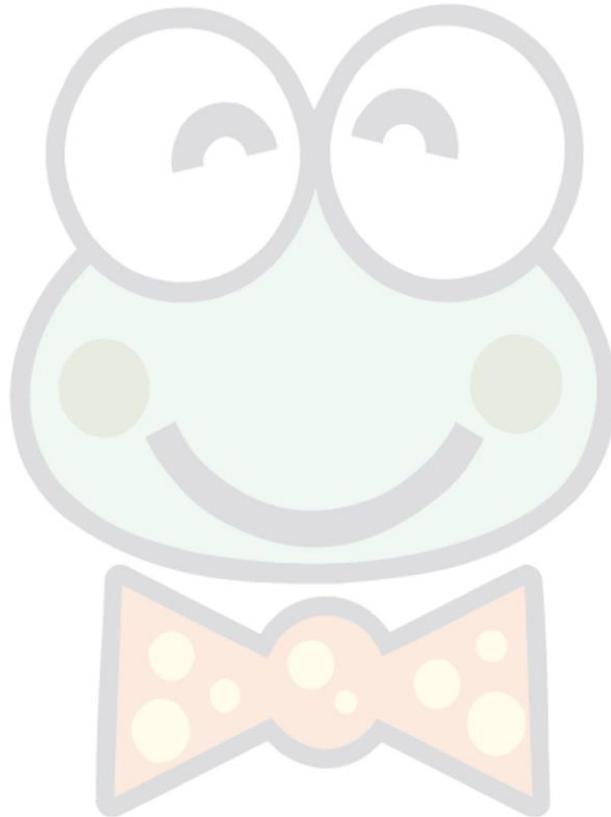
Help from employers towards their employees' childcare costs.

Childcare Voucher Schemes/ Tax Free Childcare:

A non-taxable version of the above, where an employee agrees to use part of their pay before tax to buy vouchers.

Jobcentre +

Have a range of support funds for jobseekers including childcare while parents, especially single parents are actively seeking work, Available through the Jobcentre



For further information please telephone:
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