

# *Mary Poppins Day Nursery*

30 Chain Lane, Mickleover, Derby, DE3 9AJ: Tel 510808



Dear Parent

Thank you for your enquiry with regard to a nursery place for Your Child at Mary Poppins

Mary Poppins is an established Day Nursery and Independent Baby Unit founded in 1989, registered with Ofsted under the new children act.

The Nursery is situated at the quiet end of Chain Lane opposite the Muirfield Estate entrance on the border of Littleover and Mickleover approximately half a mile from the Royal Derby Hospital.

The Nursery is situated in a large Victorian style detached property, which has been sympathetically converted specifically and exclusively as a Day Nursery and Independent Baby Unit, creating a warm and friendly environment in which your child will thrive.

The nursery is open from 07.30 to 18.00 daily and accepts children from 3 months to 8 years of age. In addition to full day care facilities we offer a pre school and after school service and holiday club.

The Nursery has six main areas all with designated key workers.

- Independent Baby Unit      3 Months to 1 Year
- Sunflower Room              1-2 Years
- Pansy Room                    1.5-2.5 Years
- Snowdrop Room              2-3 Years
- Sensory Room                 All
- Early Years                    3-5 Years & Holiday Club

We have a large secure outdoor play area with hard, soft, and artificially grassed surfaces with toys, equipment, Garden etc. There are also sheltered areas for protection

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## **OUR BABY UNIT:**

Research with parents, expectant parents and professional advisers enabled us to design our Baby Unit to care for all round development requirements reaching their expectations.

Our Independent Baby Care unit has been specifically designed, built to traditional standards providing some 600 square feet of floor space area. This has enabled us to provide a fully equipped facility, with a large play area, changing room, Laundry, toilet, kitchen, entrance hall and storage area. No expense has been spared to create a warm and friendly environment, from luxurious carpets and wall coverings to a plentiful range of toys and equipment.

## **SAFETY:**

In order to provide a safe environment for your child, many security systems are in operation.

Safety electrical system, fire alarm, automatic door closures, heating and ventilation control, safety gates etc.

## **QUALITY OF CARE**

(EYFS) Early Years Foundation Stage (Department of Education)

Mary Poppins operates within the framework of (EYFS) our parents can be confident their child will receive a quality experience that supports their care, learning and development

The Early Years Foundation Stage (EYFS) is a comprehensive statutory framework that sets the standards for the learning, development and care of children from birth to five. We believe every child deserves the best possible start in life and support to fulfil their potential. We know a child's experience in the early years has a major impact on their future life chances. A secure, safe and happy childhood is important in its own right, and it provides the foundation for children to make the most of their abilities and talents as they grow up. When parents choose a nursery they want to know that the provision will keep their children safe and help them to thrive. The Early Years Foundation Stage (EYFS) is the framework that provides that assurance.

The overarching aim of the EYFS is to help young children achieve the five Every Child Matters outcomes of staying safe, being healthy, enjoying and achieving, making a positive contribution, and achieving economic well-being by:

We look at Setting the standards for learning, development and care young children should experience when they are attending our nursery outside their family home, ensuring that every child makes progress and that no child gets left behind;

## *Mary Poppins Day Nursery*

We look to provide for equality of opportunity and anti-discriminatory practice and to ensure that every child is included and not disadvantaged because of ethnicity, culture or religion, home language, family background, learning difficulties or disabilities, gender or ability;

We look to set the framework for partnership working between parents and professionals, and between all the settings that the child attends;

We look to maintain quality and consistency in the early years sector through a universal set of standards which apply to all settings, ending the distinction between care and learning in the existing frameworks, and providing the basis for the inspection and regulation regime;

Laying a secure foundation for future learning through learning and development that is planned around the individual needs and interests of the child, and informed by the use of ongoing observational assessment.

### About the Themes and Principles

There are four principles and sixteen commitments of the EYFS. Each of the four themes - A Unique Child, Positive Relationships, Enabling Environments, Learning and Development - has a principle attached to it, and each principle has four commitments which explain how the principles can be put into practice.

There are numerous activities that the children will participate in, these cover all the six areas of development, which are knowledge and understanding of the world, Physical Development, Creative Development, Personal Social and Emotional Development, Problem Solving, Reasoning and Numeracy, Communication, Language and Literacy.

In 2011 we installed a new out door play area to further promote the six areas of development, offering Shelters, Quiet Areas, and challenging physical activities

Each group of children are cared for by qualified and experienced members of staff, under the overall supervision of the Principals.

It is our aim that each group of children are cared for by a key member of staff in order to maintain the best possible progress and reporting procedure to parents. A written child development and progress chart is in operation, written reports are made available to parents on a three or six month basis depending on the child's age.

# *Mary Poppins Day Nursery*

## **OUR AIM**

- Our aim is to continue to strive to offer the highest possible level of childcare.
- How do we do this!
- We invite our parents to complete anonymous questionnaires on a regular basis to check on our performance, we ask if their child is happy and settled and invite recommendations on how we can improve our service.
- We operate within The Early Years Foundation Stage Principals.
- We are inspected by Ofsted to ensure we are offering the highest possible provision and meeting the National Day Care Standards.
- We are in regular contact with our local Derby City Early Years Childcare Team advisers.
- Mary Poppins was recently awarded with the highly acclaimed 'Steps to Quality Award' nationally recognised, this was an intense course developed in conjunction with the Derby City Early Years Childcare Team, the purpose of which is to develop good practice and improve the quality of provision and covers.
  - Management
  - Caring Environment
  - Physical Development
  - Relationships and Partnerships
  - Staffing
  - Learning and Teaching
  - Peer Observation.

## *The Mary Poppins Team*

### **MANAGEMENT**

### **TIME AT MARY POPPINS**

Mrs June Rowley: Principal	21 Years
Mrs Denise Harris: Manager: NNEB BA (HONS) EYP	17 Years
Mrs Rachel Stevenson: Deputy Manager: NNEB	18 Years
Mrs Lesley Harris: Admin Manager	20 Years

### **STAFF:**

Mary Poppins has a high level of staff retention with most having over ten years experience. All staff are Qualified to NVQ level 3 or NNEB. Each member of staff has undergone a comprehensive vetting procedure via Police (CRB checks), Social Services and their own GP.

### **FIRST AID**

All staff are first aid qualified

### **FOOD AND HYGIENE:**

Our cook is City and Guilds qualified and experienced in all types of food preparation. A daily menu is displayed within each room throughout the nursery. Our meals are designed and prepared taking into account children's taste, nutritional values and variety, using fresh produce.

## **MARY POPPINS**

### TYPICAL MENU MONDAY

**MID MORNING SNACK:**  
Fruit Loaf & Fresh Fruit  
Milk or Water

#### **LUNCH**

Chicken Curry and Rice  
or  
Vegetable Curry and Rice  
Fresh Fruit Salad with Yogurt

#### **TEA**

Spaghetti on Toast  
Swiss Rolls  
Milk or Juice

### TUESDAY

**MID MORNING SNACK**  
Fruit Banana, Pear, Apple etc  
Milk or Juice

#### **LUNCH**

Turkey and Mushroom Pie  
Roast Potatoes Carrots and Gravy  
or  
Chicken/Quorn Pie  
Fruit Crumble & Custard

#### **TEA**

Jacket Potatoes with Cheese  
Milk

Listed above is a sample of the type of food prepared at Mary Poppins, in addition to this breakfast is served to children arriving before 0830, consisting of a selection of cereals, toast and preserves, mid afternoon snack is also served.

## *Mary Poppins Day Nursery*

I trust the information I have supplied to you has been helpful in deciding your future preschool child care arrangements.

I am here to offer you personal attention, if I can be of any further assistance, or if you would like to arrange a visit, or require further information please do not hesitate to contact me.

I look forward to seeing you soon.

Yours truly



A handwritten signature in black ink, appearing to read "June Rowley". The signature is written in a cursive style with a horizontal line underneath.

June Rowley  
PRINCIPAL

CHILDS ENROLMENT DETAILS:

START DATE: \_\_\_\_\_

CHILDS NAME \_\_\_\_\_ D.O.B. \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ POST CODE \_\_\_\_\_ TEL \_\_\_\_\_ +++ \_\_\_\_\_

MOTHERS NAME \_\_\_\_\_ PLACE OF WORK:-----

TEL: \_\_\_\_\_

FATHERS NAME \_\_\_\_\_ PLACE OF WORK: \_\_\_\_\_

TEL: \_\_\_\_\_

EMAIL ADDRESSES: \_\_\_\_\_

EMERGENCY  
CONTACT: \_\_\_\_\_ TEL.NO \_\_\_\_\_

PERSON OTHER THAN PARENTS WHO MAY COLLECT THE CHILD:

ADDRESS \_\_\_\_\_

TEL NO \_\_\_\_\_

CHILDS DOCTOR \_\_\_\_\_ ADDRESS \_\_\_\_\_

IMMUNISATIONS \_\_\_\_\_

ALLERGIES \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

\_\_\_\_\_

CHILD'S FIRST  
LANGUAGE: \_\_\_\_\_

\_\_\_\_\_

RELIGION: \_\_\_\_\_

SIGNED:

PARENT/GAURDIAN: SIGNATURE: \_\_\_\_\_ NAME \_\_\_\_\_  
DATE: \_\_\_\_\_

NURSERY MANAGER: DENISE HARRIS:  
N.N.E.B. BA (HONS) EYP

MARY POPPINS DAY NURSERY

**REGISTRATION FORM**

**ENROLMENT:** If you wish to enrol your child with Mary Poppins Day Nursery, would you please complete this registration form and child's enrolment form enclosed.

**ATTENDANCE:** The nursery will be open from 7.30 am to 6 pm Monday to Friday 51 weeks of the year, excluding statutory Bank holidays. Our pricing structure is based on all absentees for whatever reasons i.e. all holidays' sickness etc. being paid for. On registration, your child's place will be indefinitely reserved until four weeks written notice is served.

**MEALS:** The following meals are provided. Breakfast for children arriving before 8.30 am, mid morning snack, lunch, mid afternoon snack and tea.

**CHARGES:** Fees are payable one calendar month in advance. We reserve the right to make a charge for late payment.

**NAPPIES:** To be provided by parents. Where applicable

)  
Premises please use these at all times. Please ensure the pedestrian gate is closed at all times.

**TERMINATION** To terminate your child's place four weeks written notice, along with payment is required.

**MAIN NURSERY:** A minimum registration of 2 sessions is required i.e. 1 am and 1 pm or 2 am or 2 pm sessions.

**BABY UNIT:** A minimum registration of either 5 morning sessions or 5 afternoon sessions is required

**SESSIONS: A session is either a morning or an afternoon**

**FEES:** Please see current fees form

**AFTER & PRE SCHOOL CARE.** Please see current fees form

IN ACCEPTANCE PLEASE ACCEPT MY REGISTRATION FEE OF £ \_\_\_\_\_ AND £ \_\_\_\_\_  
FOR ONE CALANDER MONTH IN ADVANCE

I AGREE TO GIVE 4 WEEKS NOTICE IN WRITING WITH PAYMENT SHOULD I DECIDE TO TERMINATE

MY CHILDS PLACE.

PLEASE NOTE ALL FEES PAYABLE ARE NONE REFUNDABLE.

I HAVE READ THE TERMS AND CONDITIONS AND RECEIVED A COPY THEREOF I AGREE TO ABIDE BY

THOSE TERMS PLEASE ACCEPT MY REGISTRATION

**MY ENROLMENT:** Please sign and return for registration.

**SIGNED** \_\_\_\_\_ **NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

**CHILDS NAME:** \_\_\_\_\_ **START DATE:** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_

\_\_\_\_\_  
ALTHOUGH EVERY EFFORT IS MADE TO KEEP OUR CHARGES TO A MINIMUM, WE RESERVE THE RIGHTS TO INCREASE OUR CHARGE BY GIVING NOT LESS THAN ONE MONTHS NOTICE.

**OFFICE USE: PAYMENT**

**RECEIEVED** \_\_\_\_\_ **Signed** \_\_\_\_\_

**MARYPOPPINSFEES**  
**2011**

Please Tick Sessions Required

Childs Name: \_\_\_\_\_ Start Date \_\_\_\_\_

Child Aged 0 - 2	SESSION	PRICE	FREQUENCY	NUMB
Full Time	07.30 to 18.00	£170.00	Weekly	
Short Day	07.30 to 16.00	£35.00	Day	
<b>1 To 4 Sessions</b>				
AM	07.30 to 13.00	£19.50	Session	
AM	08.30 to 13.00	£19.00	Session	
PM	13.00 to 18.00	£19.50	Session	
PM	13.00 to 17.30	£19.00	Session	

Child Aged 3 - 4	SESSION	PRICE	FREQUENCY	NUMB
Full Time	07.30 to 18.00	£166.00	Weekly	
<b>1 To 4 Sessions</b>				
AM	07.30 to 13.00	£18.50	Session	
AM	08.30 to 13.00	£18.00	Session	
PM	13.00 to 18.00	£18.50	Session	
PM	13.00 to 17.30	£18.00	Session	

Please Tick Days Required

Requirement	MON	TUES	WED	THURS	FRI
Age					
0-2					
3-4					

**PICK UP & DROP OFF BEFORE & AFTERSCHOOL**

**FIRST HOUR INCLUDING DROP OFF & PICK UP £7.50 +£4.00 FOR EACH HOUR OR PART HOUR**

Requirement	MON	TUES	WED	THURS	FRI
Before School					
After School					