

Wasps Nurseries

Parent Handbook



A guide to your child's day at Nursery and Pre School

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Registration

Upon joining a Wasps nursery you will be asked to complete a registration form. You will be required to name the people who will be collecting your child, medical information and dietary requirements.

The registration form will also ask you to supply a guide to your child's likes and dislikes, or if they have a comforter or special blanket.

It is very important that parents continue to keep us informed of new contact numbers, change of collectors and circumstances, any health issues or special needs concerning their child.

Communication

We maintain a good relationship with parents and work as each child's development partner. Each parent receives regular, informal updates on their child's progress at collection time. We can also arrange times for you to chat to us in private if necessary.

Each child from 3-36 months has a Daily Routine Sheet, which is presented at the end of each session. This document includes important information such as sleep times, nappy changing times and what your child has eaten during the day.

Our Parent Information Board displays activities taking place during each month, parent notices, the nursery newsletter and menus. We also display what the children have done and eaten during each day.

Every child at Wasps has their own individual Child Development Chart. This includes observations, picture evidence of your child at nursery (if consent is provided), reports and a record of work and activities your child has completed while at nursery.

Children who attend for only a few hours a week have a scrap book which contains their work and pictures. These are available for parents to look through at any time and to take home and keep when their child leaves.





Staff

Our dedicated childcare team are committed to the task of looking after your child. All senior members of staff hold childcare qualifications, while other staff are working towards gaining a qualification. We are proud of our Childcare Team who endeavour to make each child's time and learning experience important and fun with their enthusiasm and positive attitude.

Each child is appointed a Key Worker who is responsible for keeping you informed of your child's ongoing needs and development.

We hold Parents Evenings twice a year, which gives parents the opportunity to informally discuss their child's report and development in more detail.

Parents and Guardians

We want every parent and guardian to discuss any concerns or issues they may have with us.

In order for our facilities and services to improve and develop further, it is important we receive comments and suggestions from those who use our facility.

Every parent and guardian is welcome to occasionally visit the nursery to observe the children and their displays of work. Every child enjoys praise and acknowledgement of their achievements. Our staff work hard to make the nursery welcoming and the children's creative work features highly at every venue.





Settling In

After registering, we recommend that your child first spends two short sessions with us so they become comfortable with their surroundings. Parents may stay if they wish or leave their child with us for a short period so they get used to being at nursery alone.

We find that most children settle better when parents are positive and reassuring about their new experience. Our staff are experienced in dealing with many different and challenging situations.

Rest assured we would never allow a child to become distressed. If a child is not settling we will contact you. However, by keeping children busy and occupied we find that they enjoy their time with us and look forward to their next visit.

What we do

Wasps Link Clubs and Nurseries is a community based business that provide nursery, pre-school, breakfast, after school and holiday care for children of all ages on a part-time or full-time basis.

Contact

Wasps Nurseries for pre-school children (0-4 years) are located at:

- Latchford
- Padgate

Wasps Link Clubs (3-14 years) are located at:

- Croft
- Gorse Covert
- Hollins Green
- Orford
- Stockton Heath
- Woolston
- Warrington

For more information contact the Head Office on:

T: 01925 818689

or Wasps Nurseries on:

T: 01925 259067

E: info@waspslinkclub.com

www.waspslinkclub.com



Nappies and Toilet Training

We welcome babies and children who are in nappies as well as those who are toilet trained and we are also able to encourage those who are ready for toilet training. All Wasps nurseries have small, child friendly toilets and staff are on hand to help when your child is ready. If your child is in nappies, they must be supplied together with wipes and any creams you require us to use. As accidents occasionally happen, we ask that a spare set of clothes, including underwear and socks, are supplied in a named bag.



Sleeping

Babies and young children in particular have individual rest patterns so we have a separate quiet room for children who need to sleep. Babies and young children are placed in cots and older children can use pull out beds. The child's comforter or a blanket brought from home can often help them to settle.

Outdoor Play

We love to take the children outside and go for walks to the local park or on nature trails. It is important that each child is dressed appropriately for the weather, which means warm coats and hats on cold days; wellington boots on rainy days and a sun hat and sunscreen when the weather is good.



Health and Welfare

It is very important that you do not send your child to nursery if they are unwell to safeguard the welfare of the staff and other children. If necessary, we can administer prescribed medication provided parents complete a medicine form, which can be supplied upon request. Please inform us if you require assurance or advice.

Food

All food is cooked at each Wasps nursery by an experienced cook who uses organic and fresh seasonal produce whenever possible. A morning snack, lunch and afternoon snack are provided depending on the session your child attends. Water is available to drink throughout the day and juice is served with food. Sample menus are displayed on the notice boards.

Children may bring packed lunches though we encourage all children to eat prepared meals together as this promotes important social skills and can persuade them to try new foods. Parents of babies are asked to bring their bottles made up and formula already measured out ready for us to prepare when required.

We can blend our own food for your baby and offer a wide variety of ready prepared blended vegetables and fruit. Dietary requirements and feeding routines are discussed during settling in sessions and an individual feeding plan compiled.



Sample Menu

Menus are rotated every three weeks so children have a diverse selection of tastes, colours and textures.

Breakfast:

- Greek Yoghurt and Honey

Lunch:

- Chicken Risotto with Brown rice
- Melon and Strawberries

Afternoon snack:

- Toasted Muffins with melted cheese
- Fresh Fruit



Fees

One month's fees are required in advance to secure each child's place. A bill will be issued showing a breakdown of childcare requested at the beginning of every month which must be paid in full within 5 working days of receipt. We can also offer weekly payments options.