

Aykroyd & Sons Ltd Crèche

Information For New Parents

Number and ages of children cared for.

The crèche provides care for children from 6 weeks – school age. The crèche accommodates places for 25 children.

Up to 9 children under 2 years, and up to 16 children between 2-4 years.

The Crèche also provides care for children aged 4-11 years with the Before and After School club, and the holiday club (Clwb y Berwyn).

Policy Statement.

The crèche's policy is that Welsh is the medium of all its activities, although all staff are bilingual, speaking to the children in their own language when necessary.

Equal Opportunities.

In accordance with its Equal Opportunities policy, the crèche will ensure that your child is given the same opportunities as every other child in the crèche.

Special Needs.

Our aim is to give every child, whatever his/her needs, the opportunity to avail him/herself of care and we are committed to giving due attention to each child with special needs.

Admission.

We conform to the CSSIW registration conditions regarding the number of children admitted, and their ages. We also abide by the CSSIW minimum standards and are inspected annually. Inspection reports are available to view at the crèche.

Opening hours.

Monday to Friday –8.00am – 5.30pm

The crèche will be closed during Bank Holidays, and during the Christmas period.

You as parents/carers are welcome to visit the crèche to see the facilities available. However, we would be grateful if you could arrange any visit in advance.

Nursery direct line number - 01678522114.

Email - angharadthomas@btconnect.com

Notice Board

The weekly menu is available to view on the notice board in the cloakroom. The crèche's policies, inspection reports and quality of Care report are also on view. Some of the staff training and qualifications can be viewed in the cloakroom area. Parents are kept up to date with any changes at the crèche.

Contact names:

Registered Person – Nigel Aykroyd - 01678520348

Personnel Manager – Gareth Jones – 01678522117

Nursery Manager – Angharad Jones - 01678522114

Deputy Manager – Eirlys Hughes – 01678522114

Assistant Manager / Club Leader - Ruth Roberts – 07815875149

Assistants - Louisa Phillips, Rachael Lentell, Michelle Gregory.

Occasional Staff – Michelle Jones, Carmel Roberts, Tina Jones.

Current Staff:

Angharad Thomas-Jones. Has been Manager since 2006 and has a daughter and son who attend the Crèche and After School. Angharad studied a BTEC National Diploma and also an NVQ level 4 in Children's Care Learning and Development (Management). She graduated with merit in 2011 after studying an FdA in the development of Children and Young babies (Level 5) through Glyndwr University, Wrexham.

Eirlys Hughes (Deputy Manager). Graduated with B Ed honours in 1977, practiced as a teacher in Corris and Ffridd y Llyn primary schools before raising a family. Has worked as a supply teacher and in the local Ysgol Feithrin. She has worked at the Crèche since 1999 and is a very experienced member of staff.

Ruth Roberts (Assistant Manager and Club Leader) Over the last few years Ruth has gained an NVQ level 2 and 3 certificate in Children's Care Learning and Development. She is currently working towards an NVQ level 4 (Management) and is looking forward to gaining more responsibility in her role. She also has a daughter who attends the crèche.

Louisa Phillips (Assistant/ Senior Supervisor) gained a level 2 and 3 Certificate and Diploma in Childcare, and also a level 2 qualification in Playwork at Yale College, Wrexham. Whilst working at Corwen Day Nursery she gained a NVQ level 4 in Children's Care Learning and Development.

Michelle Gregory (Assistant/ Senior Supervisor) began working at the Nursery in 2007. Michelle gained an NNEB certificate at Yale College, Wrexham. Michelle has a daughter who attends the crèche, and two other children who attend the local primary school.

Rachael Lentell (Assistant/ Senior Supervisor) Rachael has also worked as an assistant at the local nursery school and also at Ysgol Bro Tegid as a classroom assistant. She holds a level 3 qualification. Rachael has worked at the nursery on a part time basis since 2010, she began a full time position here in 2015.

Staffing

The Crèche management team is responsible for appointing, employing and dismissing Nursery staff. The Company will ensure that all staff appointed and the Crèche staffing arrangements conform to the CSSIW registration requirements. We endeavour to ensure that every member of staff appointed has qualifications in child-care and education, and relevant experience.

You can rest assured that the staff will make every effort to ensure that your child settles in at the Crèche quickly and happily.

We acknowledge that every child's needs change and develop continually, and we are committed to ensuring that our provision meets his/her needs.

We respect the principle of confidentiality in all aspects of the field of special needs.

Staff: Child Ratio's.

The minimum staffing ratios are:

One adult to three children under 2 years.

One adult to four children aged 2 years.

One adult to eight children aged 3-7 years.

Routines.

The Crèche staff work closely with parents in ensuring that they are aware of all the children's routines, and information will be kept of all activities.

Activities Provided for Children.

In order to ensure that every child gains as much as possible from the areas of learning, the Crèche will plan and organize activities and experiences, which will promote these aspects of the desirable outcomes:

- Physical Development.
- Creative Development.
- Language, Literacy and Communication.
- Mathematical Development.
- Knowledge and Understanding of the World.
- Personal and Social Development.
- Bilingualism and multi-cultural understanding.

These desirable outcomes are part of the Welsh Assembly Government Foundation Phase.

Staff are responsible for planning activities, according to these outcomes, which are suitable for the children's individual needs.

We have joined the Healthy and Sustainable Pre-School Scheme and its aims are to promote the health and well being of the children in our care. We ask for your support as we develop the scheme within this setting.

Registration and Collection System.

In order to register a child at the Nursery a registration form will have to be completed, also a contract has to be agreed and signed by a parent/carer.

Children will only be released to persons named on the child's registration form at the end of their session at the Crèche.

Complaints Procedure.

We welcome comments for us to monitor and improve our service, if necessary. We will always be happy to receive any compliments, but if you are dissatisfied with any aspect of work, you should convey this to the Crèche Manager, Angharad Jones. If you are still not satisfied you should contact the Personnel Manager, Gareth Jones at Aykroyd & Sons Ltd.

If the problem cannot be solved, you can contact the CSSIW on 0300 7900 126

Things to bring with your child.

- *A pair of Wellies (to play outside during damp weather).
- *A hat and sun cream during hot weather.
- *Nappies (wipes are provided). Nappy cream if needed.
- *A change of clothing.
- *Medicine or ointments/medication creams if needed.
- *Dummy, comfort blanket or toy if need be.
- *Milk bottles, (Cows milk is provided. Please ask Manager for details of free formula milk for babies under 1 year).
- *A coat or jacket depending on weather.
- *Please remember your child will be taking part in some messy activities during their time here, therefore please dress appropriately to avoid best clothing being ruined.