

# Welcome to Brue Farm Day Nursery



Brue Farm Day Nursery is a rural day nursery, situated on a working dairy farm, in beautiful farmland surroundings in Lovington, Castle Cary.

Brue Farm Day Nursery has a spacious outdoor environment, with an undercover area, vegetable boxes, sensory garden, hens, donkeys and much more.

Brue Farm Day Nursery is open 51 weeks of the year, Monday to Friday, 8am - 6pm, for children aged 3 months to 5 years. Children are cared for in a fully integrated, fully inclusive environment.

Our principle aim is to provide **Quality Country Care** that ensures children have a safe, consistent, warm, caring and stimulating indoor and outdoor environment in a rural setting where children can learn and develop positively as individuals and benefit from the space the nursery has to offer. Our rural location will also raise children's awareness about environments where they can learn, enjoy and experience the countryside around them.

***We are registered with Ofsted and are delighted to have achieved three 'Outstanding' Inspection reports in all areas of provision since our opening in 2009. Our last Ofsted Inspection was carried out in November, 2019. We will consistently strive to achieve high standards at Brue Farm Day Nursery.***

## Our Nursery

Brue Farm Day Nursery premises are purpose built. It is a spacious, light, fully integrated and fully inclusive nursery, caring for children from 3 months to 5 years.

Our integrated approach means that children from 3 months to 5 years will play alongside each other, accessing all play and learning opportunities both inside and outside at all times of the day, much as they might do within the family home. We find that new children settle into this nursery routine very quickly.

We acknowledge that parents are the best educators for their children therefore we will strive to build positive relationships with them, thus creating a firm foundation which will allow children to grow and develop positive attitudes, confidence and self esteem.

It is our strong belief that children enjoy being with other children of all ages, as they might be in a home environment, and our fully integrated approach offers this. The nursery includes a large open plan play room providing inviting and interesting areas where children will be inspired to explore, as well as a spacious outdoor environment.

The outdoor environment at the nursery provides the children with experiences of caring for the animals, growing our own vegetables and flowers, as well as digging opportunities for the budding gardeners.

Children will also be accessing the outdoor environment to explore with imagination and creativity as well as sessions in Forest Skills and regular farm walks.

"A very well organized, stimulating learning environment, both indoors and outdoors, actively fosters children's self-reliance and independence as they choose their activities and undertake self-care routines" - Ofsted report March 2010.

"Staff plan an exciting well-resourced environment to enable children to become independent learners, moving freely between the indoors and outdoors. In addition, staff maximise the use of the local community to enhance children's learning through real experiences. For example, they watch people milk cows, visit the bakery and cook on open fires in the forest area" - Ofsted report April 2015

## Staff Team

Brue Farm Day Nursery recognise that the staff are our best and most valuable resource.

We are fortunate to have a really strong team of qualified and experienced practitioners.

All of the nursery team hold a current first aid certificate, Safeguarding Children and food hygiene certificate.

*"Staff have an excellent knowledge of how to safeguard children, protect them from risks and keep them healthy. They provide outstanding role models, promoting children's physical and emotional well-being exceptionally well. Consequently, children thrive; learning the importance of safe and healthy practices" - Ofsted April 2015*

# Settling in at Brue Farm Day Nursery

At Brue Farm Day Nursery we acknowledge that a child's transition into nursery is individual to them and their family. All children are unique and the amount of time that a child takes to settle into Brue Farm Day Nursery can vary enormously. Therefore, children will be given time to settle in at their own pace, so as to make them feel welcome, safe and confident in a new environment.

## **Guidance for settling children into Nursery**

We appreciate that leaving a young child for the first time can sometimes be difficult as well as emotional for parents/carers. However, a few simple guidelines will make it easier for the parent/carer, the child and the staff involved.

The key is to settle the child in gradually. The parent/carer might want to begin by bringing their child into the nursery for a short visit and stay to chat with the staff. This allows the child to get used to the staff and the new environment, and for the parent/carer to see how the staff work. This is also an opportunity for the parent to ask any further questions they may have thought about since the home visit took place.

For further information please refer to our Settling In Policy.

*"The excellent communication between staff, parents, outside agencies and other early years providers significantly benefits children's learning and care. The nursery provides a nurturing environment. Children settle quickly and are extremely confident". Ofsted - April 2015*

## Keyworker

Every child will be allocated a keyworker. The keyworker has a specific role to ensure the needs of your child are met. All keyworkers will support the settling in process and develop a close relationship with you and your child to help make them feel safe, happy and secure.

“During the first few weeks when children start to come to nursery, staff observe which member of staff the child bonds with to provide them with a key person” - Ofsted report March 2010

The role of the keyworker is to ensure that every child's care is tailored to meet their individual needs. Keyworkers will observe their key children and sometimes other children too.

Observations are carried out across all areas of learning and development and from these observations key persons will plan appropriate activities that will stimulate the child's development through enjoyable and challenging experiences.

The keyworker works closely with parents/carers to support the care and development of the key child.

## Early Years Foundation Stage

Brue Farm Day Nursery believes and understands that every child is an individual and deserves the best possible start in life. We will support all the children to achieve their full potential by providing many opportunities linked to their interests.

The components of the Early Years Foundation Stage (EYFS) framework include seven areas of learning and development, three prime areas: Personal, Social and Emotional development, Communication and Language and Physical development.

When children show signs of being secure in the prime areas of learning they will be curious and enthusiastic to explore the specific areas of learning: Literacy, Mathematics, Understand the World and Expressive Arts and Designs.

We aim to implement the EYFS to a high standard giving children valuable, stimulating and educational experiences both inside and outside.

"All aspects of the Early Years Foundation Stage (2008) have been implemented in an exemplary way across all age groups within the nursery. Individual needs of babies and children are exceptionally well met due to the effective grouping, dedicated staff and excellent organization, leadership and management. Inclusive practice is evident in everything they do, with a strong commitment to working in partnership to ensure children are very well supported. The setting strives for continuous improvement and constantly self-evaluate their practice to ensure the highest standards are achieved" - Ofsted report March 2010.

Each area of learning and development will be implemented through planned, purposeful play in both the indoor and outdoor environment. We will ensure that there is a mix of adult-led and child initiated activities. Practitioners acknowledge that children learn by leading their own play as well as by taking part in play which is guided by adults.

Through planned and guided activities practitioners will acknowledge and reflect on the different ways that children learn. The focus in observing how children learn is based upon three characteristics of effective learning:

- Playing and exploring - children are confident to investigate and experience things and be willing to have a go
- Active learning - children are able to concentrate and keep on trying if they encounter difficulties and enjoy achievements
- Creating and thinking critically - children have and develop their own ideas, make links between ideas and develop strategies for doing things

Together with individual planning for every child there are extra age based curriculum activities which are carried out daily with the children. The aims of the Preschool curriculum/2-3 year olds curriculum/Under 2 year olds curriculum are as follows:

- The aim of Under 2's curriculum is to ensure that the children have a wide range of provisions and different activities to take part in, with a focus on language development and heuristic play with natural and everyday items. Under 2's activities are an addition to the activities that are carried out with the child's key worker.
- The aim of 2-3 Planning is to provide stimulating activities that will offer many rich learning opportunities. The activities will provide additional interests to support and encourage the children to join in, interact and play alongside others. 2-3 planned activities are an addition to



the activities that are carried out with the child's key worker and children will continue to have free flow enabling them to access activities of their choosing both inside the nursery and outside.

- The aim of Pre-school activities is to provide short activities in preparation for the children joining school in September, but remembering that when children join school their learning will continue to be learning through play. Activities include helping to develop listening and concentration, sharing ideas to a group, 'PE' sessions for the children to dress and undress themselves as well as learning to put their clothes in a safe pile. Pre-school activities are an addition to the activities that are carried out with the child's key worker.

## Tapestry

We use an Online Profile system called Tapestry where key workers can upload observations, photographs and videos of your child while they are at nursery. Parents/carers will then be able to receive an immediate notification email, or a daily/weekly summary email depending on their preference, and will be able to view these observations immediately after they are uploaded using a secure individual username/password system which will be issued in due course. You will also be able to add any photographs and videos of your child taken at home/outside of the nursery to their profile using an app if you would like to. At the end of your child's time with us, you will receive a link by email which will

contain everything on your child's Tapstry profile for you to keep.

Our staff team, are trained to provide the right balance between child led and adult initiated activities.

"Children make rapid progress in their learning and development.

This is because the dedicated staff team have a secure knowledge about the Early Years Foundation Stage and how to implement an appropriate play curriculum for the different ages and abilities that attend" - Ofsted report March 2010.

## Parents as Partners

Brue Farm Day Nursery has a very strong ethos of working together in partnership with parents/carers. We recognise and understand the fundamental role parents/carers and families play in your child's development.

Our nursery welcomes and values all the support we receive from our parents/carers, families and the wider community.

We operate an open door policy in welcoming all parents/carers and family members to spend time with their child in the nursery environment.

Communication is essential for your child's development and one way we assist this is to operate a home diary system for the Under 2s where messages are written for both the nursery and the parents/carers, and it will also provide you with information

around your child's routine, what they have eaten, as well as what they have done during the day. Communication books are also used with the Over 2s to share any messages for both the nursery and the parents/carers together with what the child has eaten that day. There is also a Daily Activities Board in the reception area of the nursery which is updated twice a day and shows what activities have been accessed by the children that day/session.

## Routines

The nursery staff will implement session routines to ensure all children have the opportunity to experience all aspects of play and learning.

Routines are flexible within the nursery and will be adapted dependent on your child's needs, age and spontaneous events.

Sleep and rest times will take place using the sleep room and quiet area of our nursery. All children will have the opportunity to sleep/rest at any time. This can be in line with parent's wishes or simply if the need arises.

If your child has any comfort objects at sleep/rest time we would welcome parents to bring them to the nursery to help the child feel safe, comfortable and settled.

*"Staff reinforce the golden rules daily and, as a result, children's behaviour is exemplary. They learn to share, listen to others and even the youngest children demonstrate their understanding of the adults' expectations. For example, when a bell rang they declared 'tidy up time'. Ofsted - April 2015*

The nursery day starts with breakfast, then children and staff participate in our 'Wake and Shake' routine before sitting down to welcome everybody to nursery. Children then embark on their day choosing play/activities that they are interested in. These activities are both child initiated and adult-led and include both the indoor and outdoor environment. Our snack bar opens around 10:00-10:15 and children access fresh fruit, milk or water when they are ready, usually in between moving from one activity to another. The children then split into two groups for story time before lunch. The afternoon programme works in the same way. At 4:00pm all the children come together for story time before tea. During the day children's individual care and sleep routines are catered for.

## Food and Drink

Brue Farm Day Nursery promotes all aspects of health and well being. A vital part of this is fulfilled by encouraging and providing healthy home cooked food and snacks.

We ensure that children are washing their hands thoroughly before accessing snack or sitting down for meal times.

We begin by making our snack and meal times a social learning opportunity.

Our younger children usually have the first sitting of snack followed by the older children who are encouraged to prepare their own snack of fruit and milk with adult support.

All children will come together for a hot two course lunch and a lighter two course afternoon tea. Everything is cooked in the

nursery's kitchen. The emphasis will be on locally sourced food but the children will also be given opportunities to taste and explore foods from around the world. We will also be using the produce grown by the children in the nursery garden.

To ensure all children's individual eating requirements are met, we ask parents to provide us with the relevant information on their child's dietary needs, including any allergies or cultural beliefs, on registration. All allergens are listed along with the weekly menu.

Sample menu:

	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	weetabix/rice pops, toast and porridge (d,g)	weetabix/rice pops, toast and porridge (d,g)	weetabix/rice pops, toast and porridge (d,g)	weetabix/rice pops, toast and porridge (d,g)	weetabix/rice pops, toast and porridge (d,g)
Lunch	Sausages, mashed potatoes, carrots and baked beans (metabisulphite, g) Vanilla/chocolate ice-cream(d)	Helen's breaded chicken fillets, rice with broccoli and carrots  Shortbread biscuit (g)	Spaghetti bolognaise with garlic bread (d) Fruit ice lollies/frozen yoghurt lollies (g)	Roast pork with sage and apple stuffing, roast potatoes and vegetables(g) Jelly and custard(d)	Jumbo Crispy Fish fillets with potatoes and vegetables (g)  BFDN's Eton Mess (d)
Tea	Pasta with red/green pepperpesto/fresh fruit (d,nuts,g)	Fish fingers with toast/fresh fruit (fish,g)	Tomato soup with toast /natural yoghurt(g,d)	pizza with vegetable sticks,dips natural yoghurt (g,sesame,d)	Toasted flatbreads/tortillas/bagels with fillings/natural yoghurt (g,d)

## Fees

Brue Farm Day Nursery has developed a three tier fee structure depending on your child's age.

Age	Per Hour
0 - 2	£6.43
2 - 3	£6.30
3 - 5	£5.98***

There is a 4 hour minimum to any one session. Meals are charged at £2.50 per lunch/ tea.

If claiming the Nursery Education Funding then an additional charge for food is applicable. This is currently £2.50 for lunch and £2.50 for afternoon tea.

\*\*\*This is the rate applicable if your child's day is longer than the funded hours allow.

A £35.00 non-refundable registration fee is payable with your booking form.

Late charges will apply where earlier drop offs/ later pick ups occur which amount to 15 minutes and over. This charge will be charged at a quarterly hour rate according to the child's age.

### Payment of fees

All nursery fees are paid monthly in advance by cash, cheque, BACS or childcare vouchers. No refunds will be given for sickness or absences. One week holiday per annum at a rate of 50% usual fees will be given providing the nursery has one month's advance notice in writing, and any additional holiday days will be charged at full nursery fees.

Sibling rates are available please ask a member of the management team, however sibling rates will no longer apply once a sibling is receiving Early Years Funding.

We will be closed between Christmas and New Year. To continue good quality practice we will also be closed for up to 3 in-house training days throughout the year, which you will not be charged for. Plenty of advance notice will be given for you to make alternative arrangements.

The session costs do not include nappies, lotions or wipes.

Extra one off sessions may be available, please ask a member of the management team.

One month's written notice will be required to cancel/reduce a session or place, during which fees will be charged at the normal rate.

Non payment of fees will result in additional charges being added as shown in our terms and conditions and will affect the security of your child's place.

### **Getting help from your employer with childcare costs:**

If you are working and pay for your childcare your employer may be able to help you with some of your childcare costs, this scheme has recently been updated.

For more information regarding tax free childcare elements, please look on the following internet links:

Tax-Free Childcare [www.childcare-support.tax.service.gov.uk](http://www.childcare-support.tax.service.gov.uk)

### **Voucher payments**

We are currently registered with the following voucher companies:

- Edenred

- Computershare
- Sodexo
- Care 4
- Co Op Group
- Enjoy Benefits
- Kiddivouchers

However, should your employer be offering a different scheme Brue Farm Day Nursery will be happy to register with the relevant scheme.

### Early Years Funding

We provide places for Early Years Funding. Funding is available to all 3yr and 4yr olds and activates the term after the child's 3<sup>rd</sup> birthday. Children are able to access 570 hours of funding per year with no more than 15 hours per week being accessed, and this Early Years Funding is known as the *universal 15* funded hours per week accessed term time only, or 11 hours per week (universal) stretched over 51 weeks of the year (all year round).

From 1 September, 2017, the government introduced 30 hours Early Years Funding which is available to 3yr and 4yr olds. This comprises of the *universal 15* funded hours per week term time only/11 hours funded hours per week stretched over 51 weeks of the year (all year round) AND an *additional 15* hours per week term time only/11 hours per week stretched over 51 weeks of the year (all year round). There are eligibility requirements for 30 hours childcare for parents of 3- and 4-year-olds in England, please see these government websites for more information regarding this:

[www.gov.uk/government/publications/30-hours-free-childcare-eligibility](http://www.gov.uk/government/publications/30-hours-free-childcare-eligibility)

**Please note that it is the responsibility of the Parent/Carer**



**to re-check their eligibility code every three months to ensure that they are eligible for the 30 hours funding.**

[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

Brue Farm Day Nursery will provide places for the *additional* hours where able to, but these hours will be capped per child to ensure the nursery's sustainability and the high standards of the nursery's care for your child/ren are consistently met.

The nursery will ensure that we will work in partnership with other settings to be able to provide shared care of your child/ren where the Early Years Funding of the additional hours can be spread over two settings. Please speak to the management team about this.

The additional Funding will be continually assessed every three months by the Somerset's Early Years Funding team to ensure that the parent/carer's eligibility of the funding is in place. If funding for the additional hours is withdrawn at any point, any outstanding nursery fees will be paid for by the parent/carer.

**Tax-Free Childcare and 30 hours free childcare are two separate government schemes to help parents with the cost of childcare. You can apply for both through one online application – the childcare service. Brue Farm Day Nursery is registered for both these schemes.**

[www.childcare-support.tax.service.gov.uk](http://www.childcare-support.tax.service.gov.uk)

Brue Farm Day Nursery is also registered for 2yr old funding. Please speak to the management team to see if your child is eligible for this.

**Please provide a copy of your child's birth certificate when you register your child.**

These are just a few of the policies and procedures that Brue Farm Day Nursery operates within, for a full list and description

of our policies, please see the folder in the reception area. If you require a copy of any of these policies then please ask

- Admissions and Fees
- Administration of medicines
- Behaviour Management
- Child Protection
- Equal Opportunities
- Health and Safety
- Keyworker
- Inclusion
- Missing Children Policy
- Mobile Phone Policy
- Risk Assessments
- Settling In
- SEND
- Tapestry

*Brue Farm Day Nursery premises were built by the farming partnership of JJ & RM Farthing (Justin is Katherine Farthing's husband and Rachael is her Mother in Law) as a diversification scheme to their dairy farming business. It was made possible with a Grant awarded by the South West Rural Development Programme for England. October 2009*