

Adult Resources

We are proud of the high ratio of adults to children in our group. This ensures individual attention to the needs and development of each child.

Key persons

Our keyperson system gives each member of staff particular responsibility for a group of children. Each child in the group has one special adult to relate to, which can make settling into the group very much easier. In addition, the keyperson is in a position to tailor the group's curriculum to the unique needs of each individual child. The keyperson maintains links with the child's home setting, working with parents through shared record keeping to ensure that all children are supported in reaching their full potential.

This is overseen by Karen Lucas who is the EYFS co-ordinator.

Record-keeping

As a result of our high staffing ratios, we are able to apply a thorough record keeping system, covering all the seven areas of learning. Parental carer input from home is used as a basis for drawing up a curriculum for each child. This is based on the Bexley Observation Assessment and Tracking system and support of the Early Years Adviser SEND & Transition lead.

Training

Our membership of the Early Years ensures that we are constantly in touch with new thinking in the field of child education and care. We receive regular courses offering practical advice and up-to-date information, and have access to a range of professional produced publications. Parents may ask to see any of these. In addition, on going training is through both Bexley Nursery Services Network and external professional Agencies. Please refer to pages 6-9 qualifications and experience of staff.

Register

On arrival at Nursery, children will be directed towards the book corner, for self-registration helped to identify their name card, which is on a chart, and older children find the phonic sounds in their names. This is removed by them and placed in the nearby box, which enables us to accurately complete the register. The children sit on the carpeted area to have registration.

All late arrivals will be recorded accordingly in the register time of arrival, if children are taken early this is also recorded in the register.

Children leaving premises.

Apart from outside play, the only time children leave premises will be for an evacuation drill or in an emergency. Regular evacuation drills are recorded / see book.

Smoking / Drinking alcohol.

In accordance with new legislation, Nursery operates a no smoking policy within Nursery and its grounds. We would also ask that you do not drink alcohol on nursery premises.

Dogs

For safety reasons, with the exception of blind dogs, please do not bring your dog into within Nursery grounds.