



Nursery & Pre School Prospectus 2014

*Overall quality of our Nursery
'Outstanding' - Ofsted April 2011*



Kidstreet Nursery, Unit E, 29-38 Jenkins Dale, Chatham, Kent ME4 5RD
Tel 01634 848222 www.kidstreetnursery.co.uk
Kidstreet Ltd. Trading as Kidstreet Nursery. Registered in England No. 3527123

Kidstreet Vision Statement

We intend to be one of the leading and most profitable childcare providers in the Medway Towns. Offering affordable childcare to parents/carers, whilst giving their children the opportunity to maximize their own potential in an environment that is secure, warm, nurturing and homely, where our trained staff provide the highest levels of learning and stimulation to the children in their care.

Key Goals

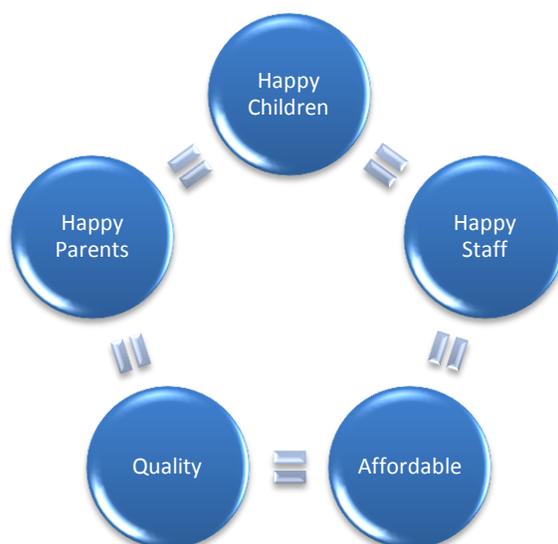
Winning with Children – To give the children care, love and direction. Where they can feel individually or collectively that they belong, enabling them to have fun and enjoyment, learning through play, supporting and teaching the children as they begin their journey of learning and direction.

Winning for our Customers – To offer value for money childcare, where parents can feel safe in the knowledge that their child is well cared for, loved, cherished and secure at all times. Supporting the development of positive partnerships both at nursery and at home on an ongoing basis.

Winning for our Staff – Lead, support and develop a team of highly professional staff who work effectively together in an excellent working environment. To offer an Academy of Excellence, where junior members of staff can access an Apprenticeship childcare programme that will maximize their full potential. Qualified staff are encouraged to continue and further their education, training and experiences.

Winning through Service – To build successful and long term relationships with our parents/cares and the children. Where parents feel welcome & comfortable to discuss their child's development. Offering the highest levels of customer service to all our parents/carers and partners in business.

Winning in the Community - To be a friendly, caring and environmentally green & friendly business in our local community. Working with local training providers to offer our Staff & Apprentices the highest levels of education with on the job training.



Our Background

Kidstreet has been registered with OFSTED since 2000, and became a full day nursery in 2004. Our ethos has always been to offer the finest levels of care and customer service, coupled with affordability and a 'home from home' atmosphere. The Director, Steven Cooper strives for the nursery to be a welcoming and family environment for children, families and staff, and brought to the business a passion for customer service and good business practice.

Our Building

The Nursery that you see today was purpose built from a shell. Each room and its layout was planned with the children in mind. The bright and airy spaces with lots of windows serve to offer the children an open environment where they can see the world pass by, with changing areas sited furthest from the doors to ensure privacy for the children. Play areas within the rooms ensure there are large open spaces to enjoy the variety of resources available, and allow for big group games and running around. We have an indoor soft play area, and an outside garden which incorporates natural resources and covered areas so the children can still benefit from fresh air regardless of the weather. We have a fully fitted kitchen with everything required to cook large amounts of food, encased in a homely vision we feel the children can relate to their own home. Start of the art Digital CCTV is fitted throughout the building to ensure the safety of children and staff. It is also used for staff training, however we have chosen not to allow off-site access to protect the children's privacy.

Our Staff

Our staff are undoubtedly our main asset. We have exceptionally low staff turnover and have retained the services of many returning maternity staff, to ensure all children in our care have continuously high standards of care from staff with years of experience and qualifications. Our staff are all offered continuous training, in house and from other providers, ranging from enhancing their NVQ qualifications to play courses such as woodwork and food play. Staff members who attend these courses then bring their knowledge back to the Nursery to ensure we are at the leading edge of best practice, and fun! We have a very small number of apprentices in relation to qualified staff, which ensures excellent levels of qualified staff to compliment our excellent staffing ratios, often well exceeding the OFSTED requirements. We have previously won an award for our outstanding apprenticeship commitment, giving both young and mature people a start in anew career. We have two Nursery Managers who manage the staff and Nursery on a daily basis, and are on hand for advice or assistance at all times. The Director will also be found in the building each day, to ensure the business is being run efficiently and therefore costs are kept as low as possible.

Testimonials

I am as lucky as can be..... The World's Best Nursery cared for me! Thanks Kidstreet Nursery for my lovely memories.

We cannot think of a better place for 'K' to have spent her important and informative time.

"A huge thank you for providing 'L' with a wonderful nursery environment for the past 2 years. As you know, leaving a child in a nursery setting is a worrying time for any parent, but you all went above and beyond to make sure both she and i were 100% happy. I have always found you approachable and welcoming. It is clear a mile off that you really do care about all the children and the nursery deeply. The support you have given me regarding 'L' hospital treatments have been invaluable. I cried on the first day and I know I will be crying on the last. I am so proud to say my daughter attended Kidstreet Nursery. It has helped her become the wonderful, intelligent little (Big) girl who is now ready for school.

(Extracted from a thank you card)

The staff and management at Kidstreet always provided exceptional levels of care and nurturing for our children and I always recommend them to anyone I know looking for childcare. Kidstreet was recommended to us by BUPA and has proven to be a safe and caring environment for our little girl. We chose the nursery over a childminder and have never regretted the decision. She loves to go there and has learned valuable social skills by being in such a lovely environment. Our son now also attends and is enjoying his time there.

I would suggest any caring parent take the time to visit and talk with the staff to see what a professional set up Steve has in place.

Just a quick note to thank you and your staff for taking such good care of 'J' whilst he's been at Kidstreet. I feel quite sad that I'm taking him away as I know he loves going there! I particularly wanted to let you know how impressed I am with your staff, who have a genuine love and affection for the children. I always felt comfortable with the way they made judgment calls and understood and cared about 'J' needs, rather than just simply following the "instructions" of a neurotic mother! That kind of care is exactly what a parent wants for their child when they can't care for them themselves. I hope our new baby is as happy with you as 'J' has been.

Nutrition

Kidstreet is at the forefront of providing nutritionally healthy balanced meals for children. We have a full time fully qualified chef, Jen, who is perfectly educated to provide the very best meals for the children with a wealth of experience in the field. Jen devises meal plans depending on the season and fresh availability, and there is a three week rotation to ensure there is a variety. We can accommodate any dietary requirement, be it due to allergy, religion or preference, and where possible all meals look identical so that the children do not feel in any way different to their friends.

Incorporating the correct levels of vitamins and minerals from varied sources such as fresh, tinned, frozen or dried fruit and vegetables, proteins and fats from white and red meat or fish, carbohydrates from rice, pulses, potatoes, pasta, pulses and bread and slow release sugars from such foods as oat flapjacks is just some of the levels we go to, to balance your child's meals. We also have specials days in which we incorporate foods from around the world. Please see an example weekly menu on our virtual tour website www.kidstreetnursery.co.uk

Healthy Lifestyles

As part of their education with us, from a very young age the children are taught about hygiene and good diet. They explore with food and the older children have cookery as part of their time with us. From fruit kebabs to home made pizza the children can explore the touch and smell of foods, whilst the staff are explaining why they are good for you. This goes hand in hand with exercise, in our indoor and outdoor play areas. Exercise is planned into the day at specific times for them to 'burn off' some energy, and then they are more receptive to learning through the play activities planned for them.

Inclusion

Kidstreet is a totally inclusive Nursery who warmly welcomes all children and families into our happy environment, and we endeavour to meet all the children's individual needs whatever they may be. We have an Inclusion Officer, and children who have additional needs, be it able, less able, gifted and/or talented, are included in all our activities and can access all areas of the Early Years Foundation Stage and building. Our Inclusion Officer offers advice and guidance to staff and parents to maximise the children's physical and intellectual potential. We can also help parents with advice on emotional and behavioural situations outside Nursery. Kidstreet is an accredited Autism Friendly Nursery, and our close relationship with the Early Years team, Inclusion Advisors and outside agencies at Medway Council ensure best possible practice is maintained.

Pre – School

We have an excellently resourced Pre School where all of our children have the opportunity to maximise their potential and build their self-esteem ready for the next step to school.

We have exceptionally well qualified and experienced staff within our Pre School, and amongst our ranks a Room Leader who has a Degree in Childhood Studies and another staff who is a qualified Early Years Professional and holds a Degree in Early Childhood Studies studying towards her EYP Teacher status. The Early Years Professional Status is endorsed by the government, and aims for raising the standards of practitioners in the Early Years sector by having lead professionals in settings.

The children are therefore being encouraged to play and learn through the most up to date and innovative methods that Universities are now teaching. Therefore the children are encouraged to explore, ask questions, and get more involved in their own learning than at any other time. We record this within their 'Learning Journey' book, which the children and parents/families are also encouraged to contribute to. The closer we can form a link between Nursery and home the more engaged a child can feel in their own life and learning.

Additional benefits of our Pre School include:

- Visits from people in the community, ie Fire Brigade, Police
- French lessons on Thursdays by a qualified French teacher (free)
- Cookery lessons from our Chef
- Annual outing to a farm (small cost to parents)
- Visits to the community

Early Years Foundation Stage

The EYFS (2008) was then reviewed and revised to make a newer and simpler framework for early years settings like Kidstreet Nursery to follow and was implemented from September 2012

The EYFS applies to all children and support inclusion, as the focus is on the individual child's interests and abilities. At Kidstreet we have a key person system where the key person observes and plans for the child's next stage of development, working from the guidelines of the EYFS. The Early Years Foundation Stage (EYFS 2012) sets the

standards that all early years providers must meet to ensure that children learn and develop well and are kept healthy and safe. It promotes teaching and learning to ensure children's 'school readiness' and gives children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life. (The Early Years Foundation Stage (DFE) 2012).

The curriculum the setting follows is the Early Years Foundation Stage EYFS and ensures "All providers are required to use the EYFS to ensure that whatever setting parents choose, they can be confident that their child will receive a quality experience that supports their development and learning." (The Early Years Foundation Stage, DFES, 2008)

In April 2011 Ofsted rated the Quality of our provision in the Early Years Foundation Stage to be 'Outstanding'.

Within the EYFS the four themes concentrate on a holistic approach to a child's welfare and development. Kidstreet consider all four themes important. (Further information on EYFS structure within Kidstreet on the EYFS area within our website www.kidstreet-nursery.com . The curriculum can accessed on (The Early years Foundation Stage (DFE) 2012). The EYFS 2012 can be accessed on www.education.gov.uk/schools/teachingandlearning/curriculum/early-years-foundation-stage-eyfs.

The EYFS has a significant importance placed against planning for the children's needs and abilities and shows this through: Look, Listen and Note. Staff regularly observe the children at play. They notice what the children are doing and what they are interested in. These observations then create the planning. In addition, information from parents is vital because they are able to tell us what is happening at home as well as a child's interest. The observations are kept in the child's Learning Journey.

From the staff's observations, we decide what the next step for learning would be for the child and plan activities to extend the child's learning. Whilst we do group activities, we plan for individual children and always keep a flexible approach to learning. We do not inhibit children who are advanced and we seek to support those who maybe struggling in a certain area.

There are seven areas of learning that shape education in Kidstreet Nursery. All the areas of learning and development are important, interconnected and underpinned by the principles. The seven areas are: (followed by the aspects within the area)

PRIME AREAS

1. Communication and Language

- Listening and attention
- Understanding
- Speaking

2. Physical Development

- Moving and handling
- Health & self-care

3. Personal, Social and Emotional Development

- Making relationships
- Self-confidence & self-awareness
- Managing feelings and behaviour

SPECIFIC AREAS

4. Literacy

- Reading
- Writing

5. Mathematics

- Numbers
- Shape, Space and Measure

6. Understanding the World

- People & communities
- The World
- Technology

7. Expressive Arts & Design

- Exploring & using media and materials
- Being imaginative

These areas of learning are developed and accessed by the children through a play based curriculum. Children are not formally taught, they learn through play based experiences where they can revisit ideas and extend them with the support of the staff. Some of our activities are adult lead and these experiences are designed to scaffold children's learning further. Most experiences are child initiated and play develops through the children's interests. We provide the children with their own Learning Journey. This Learning Journey combines the child's work, key person's observations and next steps and enables the child and parents/carers to contribute to their learning. Parents are welcome to discuss their child's development with their key person or room leader at any time and take home the Learning Journeys and contribute whenever.

Nursery Education Grant 2 & 3yrs olds

Step 1

- Your child turns 3
- Your are now entitled to up to 15 hours of free Nursery entitlement the first school term after their third birthday, details of how this is applied are given when your child is turning 3

Step 2

- Decide how many hours you can / want to access at Nursery
- Inform Nursery and sign the 'Parental Declaration' for the term detailing your intent

Step 3

- Nursery will apply to Medway Council on your behalf and funding is paid directly to settings
- Receive the NEG discount for your free hours on your monthly invoice

Tax Credits & Employer Vouchers

Tax Credits

Tax credits may be given to eligible families as a contribution towards childcare costs. The HMRC helpline number is 03453003900 or the website is www.taxcredits.hmrc.gov.uk However the parent or guardian signing the registration pack is the person deemed responsible for payment of Nursery fees, and your relationship or payments with the HMRC remain confidential between yourselves and them. They frequently check all nurseries to confirm attendance of named children and payment history.

Employer Vouchers

These allow you to save an element of tax and NI by your employer paying nursery 'voucher' providers directly before any tax and NI has been deducted from your salary which is passed to a Nursery Voucher Supplier, who in turn releases the monies to the Nursery as payment towards your fees, therefore a saving for you. We can accept any form of employer voucher, please speak to your Human Resources department for details of their scheme (if they have one), and we can supply any information you require to set up a payment from them to us.

Two year old Government funded places

Please speak to Management member of staff concerning this funding.

Social & Environmental Responsibility

In keeping with the need for us all to be responsible for our children's and planet's future, Kidstreet prides itself in being a responsible, ethical and environmentally friendly business. Here are some of the ways we achieve that :

- ✓ Teaching the children to recycle
- ✓ Recycle bin in our reception area
- ✓ Industrial recycling bin for nursery recycling
- ✓ Food monitoring to minimize waste
- ✓ Recycling of toys where possible
- ✓ Accessing recycling stores for nursery supplies
- ✓ Movement sensitive lights installed
- ✓ Eco friendly light bulbs installed
- ✓ Electricity monitoring unit installed
- ✓ Our friendly Penguin in reception area to encourage recycling at all times in a fun way



Fees

From April 2014

Age Group	Full Day	Half Day
0 - 2	£43.00	£32.00
2 - 3	£43.00	£32.00
3 - 5	£40.00	£32.00

Age Group	Full Week
0 - 2	£215.00
2 - 3	£215.00
3 - 5	£200.00

Discounts

A 10% discount is available for the first sibling of a child in the Nursery. If three siblings attend Nursery then the second sibling will attract a 5% discount.
Discounts also available for Teachers, Member of the Armed Forces
And our Emergency Services.

Opening Times 7.30am - 6.30pm
Monday to Friday
(Closed Bank Holidays and Christmas Eve)

Full Day Care / Morning & Afternoon sessions available
0730-1300hrs or 1300-1830hrs
Fees reviewable annually

Terms & Conditions

1. A £100.00 (£200.00 for Mid Kent College Students) deposit is required when completing the registration form. This is refundable at the end of the child's stay within the Nursery, subject to receiving 1 months' written notice from yourself. On or before the first day of attendance you must bring with you funds to cover your child's nursery care up until the end of the current month.
2. Cancellation of registration within 4 weeks of the start date, or once taster sessions begin, renders the deposit non refundable. 30 days written notice is required when you wish to remove your child from nursery, if this is not adhered to fees are still liable to be paid by the parents within this period. If a child does not attend nursery for more than 30 days and we have not received notice, fees are still liable and a place can no longer be reserved. In this instance parents will have to re-book where space is available. We also may inform HMRC of parents leaving and will take any necessary legal action to recoup any fees owed to us. This may impact on your credit status.
3. All fees are to be paid by Standing Order and are to be paid monthly in advance. Parents will receive an invoice at the beginning of each month for the forthcoming months' fees.
4. A charge of £25 per week (or part thereof) will be levied if payment of monthly fees is not made to Kidstreet Nursery by the 8th of any month for each monthly invoice issued. We will exercise our right to charge interest on any outstanding fees and/or refuse your children into the Nursery until all outstanding fees have been paid. Should you have concerns over the payment of fees please do discuss this with any of the Kidstreet Management Team. Failure to pay your Nursery fees will result in court action that 'may affect your credit' in the future.
5. A charge of £10 will be levied on any cheque not honoured upon presentation at the Bank.
6. Every effort must be made to collect your child by 6.30pm (1pm for 1/2day morning session) at the latest, or arrangements to have your child collected ON TIME. A late fee of £1 will be charged for every minute of being late to collect your child/ren, payable at the time of collection. This should be paid directly to the staff who were on duty at the time.

7. The invoices are worked out at the daily rate and multiplied over 51 weeks of the year and then divided by the 12 months. The amount due will be the same every month. **THERE IS NO DISCOUNT IF YOUR CHILD IS ON HOLIDAY OR SICK.** E.g. £43.00 x 1 day per week x 51 weeks divided 12 months = £182.75. If the nursery is closed due to inclement weather a full refund will be credited. If the nursery part opens for the day and then closes due to inclement weather no refund will be given as this will be for safety reasons.

8. We hope you can understand why we charge you if your child is sick or on holiday. As you can appreciate once your child joins the Nursery his/her place is totally secure, providing the fees are paid promptly, and the place will not be given to another child. Kidstreet also staff the Nursery accordingly and maintains the ratio criteria laid down by OFSTED. Swapping days on an ad-hoc basis is not permissible and treated as an additional chargeable day.

Therefore, regrettably we are unable to offer your child a discount in fees if you take holiday or they are off sick. This is a standard procedure within nurseries.

9. Every March we will review our pricing structure and with effect from April 1 will increase our prices in line with increases in staff costs, supplier costs, rent and rates etc.

10. We will advise the Child Tax Credit Agency (HMRC) of any child who leaves our nursery for which fees are left outstanding.

11. **IT IS VITAL & THE SOLE RESPONSIBILITY OF THE PARENT / GUARDIAN TO INFORM KIDSTREET NURSERY OF ANY CHANGES TO THE INFORMATION GIVEN WITHIN THIS PACK. THIS IS ESPECIALLY IMPORTANT WITH TELEPHONE NUMBERS.**

12. If your child is unwell whilst at Nursery, we will ring you immediately and a decision can be made between yourself and the Key Worker or Room Leader as to the best solution, that takes into account the health and safety of your child and the children and staff at the Nursery.

13. If your child becomes unwell and was due to attend Nursery, parents are asked to inform the Nursery Manager immediately. The Nursery Manager will then decide whether to inform other parents of a potential health issue that may arise from the sickness.

14. If your child is taking prescribed medicine, they may attend Nursery subject to the exclusion check attached to this registration pack. We will administer non-prescribed medicines, but any medicines that have no instruction will not be given. We will not be responsible for administering vitamins or herbal remedies to your child. For any prescribed medicines that need to be given to your child a medicine sheet must be signed DAILY obtained from the staff member in the room your child will be attending. This is done daily as the dosage may change.
15. Kidstreet cannot be held liable or responsible for any car left / parked in the car park. They are parked / left at the owner's risk.
16. Digital CCTV has been installed for your child and the staff's safety. This will be solely for the purpose of protection and staff training and will not be used for any other purpose (please see CCTV policy).
17. All policies must be read by the parents/guardians of the child and signing below is acceptance of these Terms & Conditions and our policies. Our policies are located in the reception area.

Diseases & Exclusion

DISEASE	EXCLUSION PERIOD FROM NURSERY
MUMPS	Exclusion for five days from when the onset of swelling, and the child is well.
WHOOPING COUGH	Exclusion for five days from commencing antibiotic treatment or 21days if no treatment is given.
GERMAN MEASLES (Rubella)	Exclusion for five days from when the rash first appears, and the child is well.
CHICKENPOX/SHINGLES	Staff & children with chicken pox must stay away from the nursery for at least five days From the onset of the rash and until the last spot is dry. Additionally for Shingles exclusion will only apply if a rash is weeping and cannot be covered
CONJUNCTIVITIS	Exclusion of affected children until they recover (not yellow discharge from the eye) Or 24hrs after eye drops have been administered.
IMPETIGO	Children can return to nursery once they are well and the lesions are dry crusted and healed
SCABIES	Once the course of treatment is finished.
COLD SORES	The child should only be excluded from nursery if the infection is severe.
EAR INFECTION	Exclusion for 24 hours from commencing antibiotic treatment, The child should only return to nursery if the ear is Free from discharge.
CHEST INFECTION	Exclusion for 24 hours from commencing antibiotic treatment, The child should only return to nursery if well.
HAND FOOT AND MOUTH	The child should only be excluded from nursery if unwell.
TONSILLITIS (PHARYNGITIS)	Child is infectious 3 days from sore throat, so should be kept away from children for this period. Or 24hrs after a course of antibiotics has been administered.
DIARRHOEA AND SICKNESS	Children recovering from diarrhea or vomiting may return to nursery when they have been symptom free For 48hours
SCARLET FEVER	5 days after commencing antibiotics
COLDS (without fever)	The child should only be excluded from nursery if unwell.
SLAP CHEEK	The child should only be excluded from nursery if unwell.
HEAD LICE	At parent request, once treatment has been thoroughly applied and the hair is considered free from lice
MEASLES	Exclusion for five days from when the rash first appears, and the child is well. See your doctor
VERRUCAE AND WARTS	Only excluded from physical play where child is barefooted.
GLANDULAR FEVER	The child should only be excluded from nursery if unwell.
ILLNESS REQUIRING ANTIBIOTIC	Exclusion for 24 hours from commencing antibiotic treatment, The child should only return to nursery if well.
FLU	Until completely recovered from the illness
RING WORM	Until treatment has commenced
PARENTS INFORMATION	We are unable to administer any over the counter purchased medicines. All medicines applied must have clear instructions on the bottle and prescribed only to the child.

Standing Order Details

Bank	Lloyds TSB
Account Name	Kidstreet Limited
Branch	6 Market Square Bromley Kent BR1 1NA
Account	00882693
Sort Code	30 91 35

Please include a reference to payment that identifies who you are paying for.