

WYNCLIFFE CHILDCARE

STATEMENT OF PURPOSE- Full day care setting.

Registered person- Teresa James

AIM- To provide a safe, secure and stimulating environment. Giving the best opportunity for children to learn through free flow play outdoor and indoor activities as individuals.

We are a privately run setting based on school premises. We are regulated and inspected by CIW. We will care for no more than 27 children on site ranging from 0-5yrs. We will provide for a range of needs including special needs with funding available if required.

The maximum number of children for whom we look after is 27 children.

- Of those 27 children, no more than 9 can be under 2.
- Of those 27 children, no more than 8 can be 2 years old.

Facilities available-

- A separate baby room for 0-30mths, sleep area and outdoor area.
- Nappy changing is in the disabled toilet.
- A separate area for the 2-5 years with toileting and outside area.
- Disabled access/toilet.

Opening hours

Monday -7.30am-6pm

Tuesday- 7.30am-6pm

Wednesday- 7.30-6pm

Thursdays- 7.30am-6pm

Friday- 7.30am- 5pm

Services offered-

- We provide a breakfast club 7.30-8.40am and after school 2.40-6pm. With a drop off and pick up to the school classroom.
- We provide a drop off to St Davids Forestry club on a Monday. Limited space available.
- We offer care for children 0-3 years from 7.30-6pm. With different sessions available.
- Part time children at school who finish at 11.40 will be offered a session till 2.40/3.45/6pm.

- We provide a morning session for school children up to 12.20 with a drop off to school.
- We are a setting that is open 51 weeks a year. If your child attends school you will have the option to be Term time only. This is to be notified in writing on your registration form.
- Hot lunch from Pembrokeshire County Council will be available for any child. At the extra cost of £2.50 a dinner.
- We offer a holiday club for school age children up to 5 years old in the holidays.
- We offer the 30 hour funding for Children aged 3-4 years.

Activities Offered-

- We will follow the Early years foundation Phase.
- We offer a free flow/outdoor approach.
- We provide online journeys via a system called Tapestry.
- There will be age appropriate activities and equipment on offer inside and outside.
- Trips where possible to local parks/sites.

Routines-

- Routines will be followed by all ages. (See below)
- We will display the room routine on the parent board.
- You will be asked to fill out an "All about me" form on your child prior to starting the setting.

WYNCLIFFE CHILDCARE

DAILY ROUTINE-

7.30/8AM- ARRIVE/BREAKFAST

8.40- SCHOOL DROP OFF

FREE PLAY/ACTIVITIES/OUTDOOR

10AM- SNACK TIME

FREE PLAY/ACTIVITIES/OUTDOOR

11.40- SCHOOL PICK UP

11.45/12- LUNCHTIME

12.20- SCHOOL DROP OFF

12.30/1PM- REST TIME/SLEEP

FREE PLAY/ACTIVITIES/OUTDOOR

2PM- SNACK

FREE PLAY/ACTIVITIES/OUTDOOR

2.40PM- SCHOOL PICK UP

AFTERSCHOOL CLUB

4.40- TEA

5/6PM- HOME TIME

Languages used-

- Staff will be English and Welsh speaking. A variety of Welsh resources will be on offer. We will speak basic Welsh to your child on a daily basis. Displays/posters will be in Welsh and English. We offer the 'active offer'; please ask for our information pack. We have several staff that speak fluent Welsh.

Staffing qualifications and Ratios-

- Registered person (T James) holds a level 4 qualification in early years, first aid, safeguarding, child-minding level 3 and basic hygiene.
- There will be two named deputy managers. Claudine Hayward and Emma Jenkins. They will be in charge of the setting in my absence. Louise Thomas will also be a nominated person.
- Both deputy managers are qualified to a level 3 in early years. Both have Safeguarding, First aid and basic hygiene qualification.
- All other staff will be qualified or qualifying in childcare with most of them First aid trained.
- We have one apprentice, qualifying to a level 3.
- All staff will hold an in-date DBS check and will have the update service on. They will be checked every 4 months for any new updates. Anyone with no up-to-date service will be fully checked after 3 years.
- We have nominated room leaders.
- We have a supernumerary manager on Monday and Wednesday mornings to allow for any admin and showing parents around.
- We have staff employed just for holiday cover who hold a full DBS with Wyncliffe childcare and full staff files.

Ratios are as follows-

- Under 2 years- 1:3
- 2 years- 1:4
- 3 years plus- 1:8

Terms and conditions-

- Please see the Registration/parental contract. (In this pack)

Admissions Policy-

- Please see our admissions policy. (In this pack)

Contact information-

Teresa James.

Wyncliffe Cottage
Quickwell Hill,
St David's.
Pembrokeshire.
SA62 6PD

Mobile-07948099971

Email- info.wyncliffechildcare@gmail.com

Arrangements for dealing with Complaints and concerns-

- Please see our complaints procedure. (in this pack, and on parent board)
- Information on our complaints procedure is also displayed on the parent board

Arrangements for dealing with an emergency-

- Please see our Emergency procedure. (In this pack)
- The emergency procedure is also displayed on our parent board.

Details of arrangements to review the statement of purpose and changes.

- All policies, procedures and Statement of Purpose will be reviewed annually.
- All policies and procedures can be accessed at anytime on request and is displayed in our main entrance.
- Statement of purpose will be reviewed whenever changes are made, sent to CIW and displayed on the parent board. Whenever practicable CIW will be notified of any such revision at least 28 days before it is to take effect.

Details of pets on premises-

- 2 X FISH

SIGNED- T JAMES

DATE- OCTOBER 2020

REVIEW DATE- ONGOING