

Little Angels - More About Us

The Team

Little Angels is managed by a Day-Care Manager and supported by a Deputy Manager, both of whom have a vast range of experience within Early Years settings. In each room there is a room supervisor who is qualified to at least NVQ Level 3 or above, supported by childcare workers qualified to NVQ Level 2 and 3 or equivalent. Each member of staff has a full Criminal Records Bureau (CRB) check and is qualified in paediatric first aid. We are constantly continuing to develop their skills through regular and relevant training. All staff are fully trained in areas such as planning, fire safety, safeguarding and good practices.

Key Person System

Each child will be allocated a **key person** before starting at Little Angels. The **key person** will be based in the child's room and will be responsible for their key child's planning, general day-to-day care and will be the first point of contact where possible for information exchange with parents and guardians.

Nursery Rooms

In all rooms the Early Years Foundation Stage Guidance is used when observing, planning and assessing children's individual learning needs.

This guidance is also used when planning the environment for the children and activities are planned using the Seven Areas of Learning:

Three Prime Areas:

- Communication and Language
- Physical Development
- Personal Social and Emotional development



Four Specific Areas:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

The Early Years Foundation Stage is based around play centred learning allowing children to access resources freely with the support of caring and skilled practitioners. As children move into the pre-school room there will be more time set aside for focused activities and experiences.

Key Persons plan for their children on a weekly basis. Planning can be found within the nursery rooms and Key Persons will share this and assessment information with parents. Parents will also be asked to contribute towards their children's planning.

Children are observed regularly through photographic and written evidence. This evidence can be found in your child's '**Learning Journey**'. This is a unique and lasting record of your child's development and progress and can be shared with you at any time whilst your child attends Little Angels. These can only be accessed by staff and parents or carers.

Children's routines can also be viewed within the nursery rooms. These are flexible to suit the individual and diverse need of the children in our care. To ensure good quality and diverse learning opportunities, Little Angels also use additional providers to deliver arts and other activities on a regular basis.

The 0-2 - Babies and Toddlers

The staffing ratio for this area is one adult to three children. This area consists of a cot-room; a sensory room, a changing area and continuous provision play areas. Within the play rooms you will find crawling space for babies with low level mirrors, tunnels and low level shelving for access to rattles, sound and light toys, sorters and an array



of natural objects. There are trays filled with sensory materials and objects for children to feel and explore at their leisure.

The focus in this area is encouraging and supporting the children to become more independent as they become more mobile. There is an array of painting craft and drawing for the children to participate in and the continuous provision environment offers sand, water, construction and imaginative play activities on a daily basis, language and communication development is encouraged through songs and rhymes, using musical instruments and puppets to further extend learning.

The babies and toddlers are offered plenty of opportunities to explore outside, where there are lovely natural private areas of grass and other natural materials that will allow them to explore. There is plenty of shade and a selection of toys to support the children's growing skills and independence. Key persons maintain daily records of the babies and toddlers routines during the day and these are handed over to the parents at the end of the day during information exchange.

The 2-3 - Little Explorers

The staffing ratio within the 2-3 Room is one adult to four children. Children in this room have full access on their level to a range of activities such as role play, sand and water, construction, small world play, painting, writing, drawing, puzzles, sensory and musical toys and a computer area. Children also have continuous access to the outdoor play area, excluding lunchtimes and poor weather. Children are encouraged to access the outdoor area and we ensure the same supervision levels both inside and outside the nursery. The activities outside mirror the activities that are found inside as well as equipment that supports children's physical development.

At this age Key Persons will be supporting children with toilet training, general independence and self care skills that support children in becoming active and confident learners. Language and communication skills are encouraged through song, rhyme and story telling, staff use their knowledge of early years child development to support children's individual developing language skills. Key Persons complete daily diary sheets detailing eating, sleeping and significant activities that their key child has taken part in that day and these are shared with parents at the end of the child's session.



Age 3 and over - Pre-School

Within this room we have a qualified teacher working along side Nursery nurses. The staffing ratio in this room is one adult to thirteen children for the teacher and one to eight for the nursery nurses. The emphasis of the room still largely revolves around the play based curriculum focusing on the **seven** areas of learning. Children will access the same types of equipment and activities as the 2-3 year age group and will have continual access to the outdoor area. There will be planned group activities throughout the day focusing on letters and sounds to develop and support Children's language development, encouraging pre-reading and pre-number skills.

Key Persons will plan, observe and assess children's development and next steps on a regular basis. This information will be shared with parents.

Holiday Club

Little Angels has a fantastic holiday provision providing a huge range of well organised activities and opportunities for children between the ages of 4-11 years. Please ask for more information.

Outdoor Area

Here at Little Angels the secure outdoor area really needs to be seen to be believed! Large in size and set in beautiful natural surroundings - you will find grass, soft play, barked play areas and bike tracks that allow children to be free to explore in complete security with our secure fencing and the appropriate adult to child ratio. We offer a range of equipment such as tyres, balancing blocks, bikes, balls, scooters, that encourage children to develop their physical skills as well as increasing confidence and supporting social skills.

Outings/Events

The teams in the nursery rooms will aim to take children out from the nursery to explore the nursery's own natural surroundings on a regular basis. Children will also be taken on trips to the local library and shops to support their learning of the environment around them. This may include trips to buy ingredients for cooking or to collect objects and books that will help to develop their interests within the nursery.



We will also be holding, regular, open days/evenings where parents and carers can come along and talk to their child's Key Person and look through their Childs Learning Journey.

Note: Key Persons will endeavour to speak to their key child's parents/carers on a daily basis and will share planning and learning journeys where possible. These open days are essential for both you and your child, as it will give you quality time to speak to your child's Key Person.

Settling In

We understand that every child is an individual and that is why we work alongside the parents to develop a settling in routine that is catered around your needs. We generally offer three one hourly settling in sessions. The first session is spent meeting your child's Key Person, completing necessary paperwork etc. In the following two sessions, the parents can either stay with their child, or they can wait in our welcoming reception area.

Parents are welcome to stay with their child as long as they need to or until their child is settled within the room and they feel comfortable leaving them. Parents can phone the nursery at any time to check on their child's progress and we offer an open door policy where parents/carers are free to come and visit the nursery at any time. **Please call us on 0151 678 9660.**

Meals

All food will be provided for the children. This is inclusive in our price. We ensure that the children's health is promoted by providing an array of healthy nutritious snacks, lunches, teas and drinks - all of which comply with children's dietary and religious needs. The nursery staff will sit and eat with small groups of children at snack times, lunches and teas encouraging children to talk about healthy foods, supporting social skills and children's independent eating skills such as using cutlery and serving their own food at the table when they are a little older.

Meals for the children are provided by an outside specialist caterer. Fresh fruit, breads brought in to cater for snacks throughout the day which are prepared by the nursery



staff all of whom are trained in food hygiene and safety. Parents are asked to provide their child's own formula milk and bottles clearly labeled with child's name.

Partnership With Parents

We endeavour to work alongside parents as much as possible when caring for their children. We value parent's opinions and knowledge and complete regular consultation exercises. We offer a suggestion box for feedback, located at reception. Key Persons will communicate with parents on a daily basis where possible, sharing valuable information about their child. Planning is also shared and parents are offered the opportunity to have input on this.

Behaviour Management

Little Angels believe in promoting positive behaviour. Staff will praise children acknowledge positive behaviour such as actions, attitudes and being a good role model. Our planned and unplanned activities will encourage children's self discipline and help them to value and respect others.

Safeguarding

Little Angels takes our responsibility towards safeguarding seriously. We have safeguarding policies and procedures which can be accessed by staff and parents. All activities have full risk assessments which can be accessed by parents and carers on request. All staff receive training in safeguarding and child protection. Little Angels is also registered with Ofsted and inspected in accordance with Ofsted procedures.

Feedback and Complaints

Little Angels welcomes feedback however if any parent/carer has cause for complaint they should in the first instance take it up with their child's Key Person. If the issue remains unresolved then the Nursery Manager should be contacted. The Manager will record complaints from parents/carers made in writing or electronically where these relate to one or more of the national standards and investigate the complaint. Parents will be provided with written notification of the findings of the investigation into the report and any action taken within 28 days.



If the matter cannot be resolved to their satisfaction, then parents have the right to raise the matter with Ofsted. A record of all complaints is available for parents/carers to read in the nursery.

Equality and Diversity

Little Angels understands that every child is different and unique. We are an equal opportunities provider and employer. As such we fully respect the diversity of the children and families who use our service. We are fully compliant with all equal opportunities legislation and do not discriminate on the grounds of skin colour, religion or belief, ethnic or national origin, disability, age, gender or gender-identity, marital status or sexual orientation.

