

## **Statement of Purpose**

### **ETHOS**

At Little Treasures management and staff are committed to creating a safe, stimulating and enjoyable environment for all children. We are a registered day care provider and we comply fully with Health and Social Services on child protection procedures and in accordance with the legislative framework of The Children (NI) order 1995, taking into consideration the 5 main principles of the order, the first being 'welfare of the child is paramount'. We also work directly within the Health and Social Services Day Care for Children under age 12 minimum standards document, adhering to all its guidance.

### **AIMS**

- To treat all children equally and with respect while providing a safe, stimulating and enjoyable environment free from abuse and full of fun.
- To provide a wide variety of play activities through which children develop a range of skills, in connection to their needs and interest, to promote their holistic development.
- To help and encourage all children to develop a positive self-esteem and confidence through play.
- To provide all children with a large amount of outside play every day as the outdoors and fresh air is particularly beneficial for their holistic development and well being.
- To ensure a team of highly trained and professional staff who have knowledge of each individual child's physical, social, emotional, language and intellectual skills and understand how to promote their development.
- To develop and maintain a positive relationship between management/ staff and parents. Parents will be kept informed of their child's development and other news concerning the nursery.

Along with our statement of purpose we have many policies which can be found after this statement of purpose.

The Manager of Little Treasures is Sarah McKee. Sarah is fully qualified and trained with her BA honours degree in Early Childhood Studies (2:1 achieved June 2016)

The nursery phone number is 02841763714 and this is the best method of contact, other than face to face.

The nursery opens from 7.30 to 6.00pm Monday to Friday. We close only Easter Monday, Bank holiday May day, 12<sup>th</sup> and 13<sup>th</sup> July and the Christmas week. Full payment is required for all holidays.

The nursery is fully insured with Allianz.

➤ Little Treasures nursery is registered for 69 children

9 babies	(0 - Ambulant)	Staff ratio 1:3
12 Infants	(Ambulant - 2 years)	Staff ratio 1:3
16 Toddlers	(2 - 3 years)	Staff ratio 1:4
16 Pre-school	(3 -4 years)	Staff ratio 1:8
16 After School	(4 – 11 years)	Staff ratio 1:8

We offer a full day which costs £32 a day or £150 for the full 5 day week. Or we offer half days which is from 7.30 - 2.00pm and costs £20 per day. Our after school service costs £16 per day with an additional £4 per day for morning care and school drop off. For those children in the pre school attending a playgroup or nursery school the fees vary depending on the hours of care required. Little Treasures currently offer a drop of and pick up service to Kilkeel playgroup, Kilkeel Nursery school, Kilkeel Primary School and St. Colmans Primary school. We have a fully insured nursery car which only insured members of staff will be permitted to drive.

Parents will receive a copy of all our policies and procedures before they begin using our service. These policies must be adhered to at all times and are for the safety of all our children, staff, parents and visitors. It is your responsibility that you read and understand all policies before using our service. It is vital to note that Little Treasures reserve the right to dismiss any parents from using the service for any reason they decide and can terminate any parental contract, refusing to provide care for the child with immediate effect. If you follow our policies and procedures this will not be necessary. All parents will be asked to read the policies and procedures and sign to confirm you have done so.

## **HSC TRUST**

The Nursery is registered with the Health and Social Care Trust. Our social worker is Claire McAnulty. Under article 130, the Health and Social Care Trust have a duty to inspect registered premises in which children are being cared for. This inspection takes place on an annual basis. Child protection is inspected every year and each year we will also be inspected on one of the following areas.

1. Section 1 Quality of Care
2. Section 2 Quality of staff management and leadership
3. Section 3 Quality of physical environment
4. Section 4 Quality of Monitoring and evaluation
5. Section 5 Policies and procedures

All our document can be viewed by the social services at any time, but as explained in the confidentiality policy will be stored in a locked filing cabinet which staff can not access.

