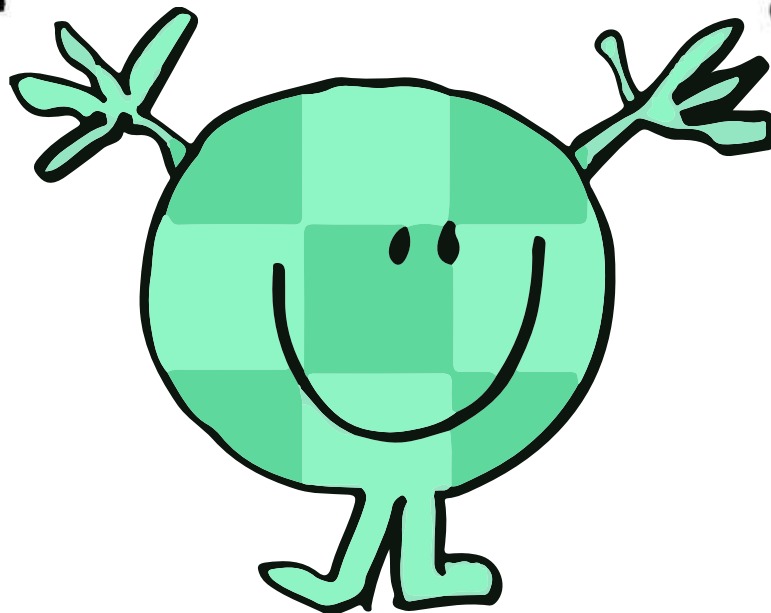
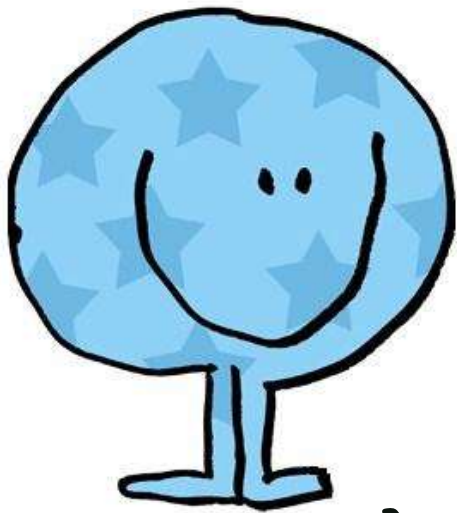


HAPPITOTS
south lanarkshire college





Our Philosophy

Happitots Day Nursery South Lanarkshire College provides a stimulating atmosphere to encourage your child's development.

We are passionate about quality Early Years Care and Education. We believe that children learn through play, living, example, interaction and teaching. This concept forms the core of our ethos.



We recognise the importance of each child's healthy self development. We aim to achieve this through praise, guidance and encouragement. Children will be encouraged to develop respect, learn to share, and learn to be kind, fair and to develop good manners. We actively act upon small children's desires to learn and experiment. These are of great importance for their development and enjoyment of life.

We are committed to equality of opportunity and oppose all forms of discrimination. Our toys and equipment reflect the social diversity of our society and all children have access to these, ensuring non-stereotypical/non-discriminatory practice which respects all individuals.

Above all we provide a secure and friendly care environment in which you, the parent will feel completely relaxed and at ease when leaving your child.

Our Aims and Objectives



To provide a safe and stimulating atmosphere to encourage each child's development.



To develop every child's healthy self image through play, guidance, support and encouragement.



To encourage children to develop respect, learn to share, learn to be kind to others and develop good manners.



To encourage children's interest in learning through promoting their desire to learn and experiment in an active learning environment.



To work in partnership with parents. To update parents regularly with information about their child's development and the nursery, through newsletters, parents evenings, focus groups and E-Learning Journals.



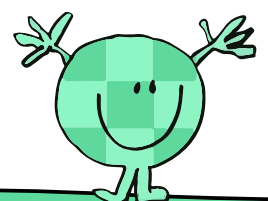
To constantly train our staff through our in-house training company and through local authority courses, aiming to increase and extend the skills and knowledge our staff currently possess.



To continue to liaise with local schools and members of the local community, allowing us to share good practice.



To continue to monitor, self-evaluate and improve our service to ensure our children and parents are getting the highest quality standard of care.



About Us

Located in a stunning, light and spacious new build. The nursery is linked to South Lanarkshire College campus. The ethos of the nursery reflects that of the college with a passion for learning and education. We provide quality childcare for children aged from birth to 5 years of age. Happitots Day Nursery operates in partnership with South Lanarkshire Council to offer funded pre-school education sessions.



Playrooms within the nursery are generously proportioned, carefully planned and extensively resourced to create inspiring learning environments in which children can grow and learn with confidence. Each playroom has access to outdoor play areas offering the opportunity for regular outdoor learning opportunities across all areas of the curriculum.

Excellent use is made of many fabulous local facilities including local parks, gardens and libraries. Children are regularly seen out walking with their Child Safety System or enjoying the fresh air in our single/double buggies.



“Service provided is excellent, staff very friendly & knowledgeable. My children are very happy here.”

Our Team

Happitots Day Nursery staff comprises a blend of mature, experienced and professionally qualified nursery nurses and trainees working towards their qualifications. All staff are skilled in expertly guiding your child through the wonders of learning whilst playing. Our staff are dedicated to treating your child with patience, affection, enthusiasm and understanding. Staff participate in ongoing training to constantly progress their own skills and abilities.

When your child starts nursery, a key worker will be appointed. Your key worker will be responsible for liaising with you on your child's progress and development. They will be responsible for monitoring your child's progress and will be happy to speak to you when you collect your child from nursery to summarise your child's day.

Our Manager

Nursery Manager, Tracy Shields has her Level 4 NC, HNC in Childcare and Education. Tracy has over 13 years of experience working with children of all ages. Tracy has a son of her own and so brings professional and personal experience to her nursery. Tracy manages the nursery and her staff team to ensure the nursery provides a secure family environment where you can feel relaxed and confident in the knowledge that your child is being cared for by dedicated staff in a safe environment.



Senior management from the Bertram Nursery Group offer advice, support and guidance to the nursery manager and her staff team, and regularly visit the nursery to see all the wonderful things that are taking place. Bertram's Board of Directors are accomplished and experienced in the childcare industry and use their knowledge and experience to guide and support all staff, cascading through a skilled management team.

Age	0-2 years	2-3 years	3-5 years
Staff Ratio	1:3	1:5	1:8

*Number of Staff to Number of Children – In accordance with current regulations

Our Nursery Rooms



Baby Room

In our Baby Room we have highly experienced staff whose priority is to follow the home routine of each baby as closely as possible. We have a spacious play area with a quiet and secure sleeping area. We provide a variety of stimulating activities in a caring and friendly environment in order to promote your baby's all round development. All planning will be displayed on the room wall for you to view and see what activities and development your child will be participating in that week.

Each day staff allow the babies access to their own garden attached to their playroom, to get as much fresh air as possible!

Parents are required to supply milk to ensure continuity between home and nursery for all babies. We are a breast feeding friendly nursery and support mothers returning to work and still wishing to breast feed. Staff are trained in the storage and use of breast milk and we welcome you visiting to feed during the day where possible.



Children in the Baby Room are cared for under the supervision of qualified and experienced staff (Staff ratio 1:3). The room is divided into two sections, one for non-mobile babies to safely access learning activities to support their development. The remainder of the Baby Room is set out for our mini Toddlers to allow challenge and age appropriate activities for the mobile babies. A range of quality toys and activities are provided for the continuing development of your child.

The period in the Baby Room provides for a smooth transition to the toddler stage by adopting a more challenging and varied approach to the day. This will include such activities as painting, sand and water play, music, physical activity and much more. This may sound a little complication for your children but it is possible for an eighteen month old child to play with sand and water or create a mini masterpiece with paint ... and they love it!!

Each child's day is recorded for you to take home so you know exactly what your child has been up to.

Toddler Room

After the Baby Room we will look to move your child to the Toddler Room. This should

happen when your child is about 2 years old. We will discuss the transition process with you before any room changes happen. In the Toddler Room children are cared for under the supervision of experienced staff (Staff Ratio 1:5).

Our Toddler Room provides a structured day with a much greater choice of learning opportunities including arts and crafts, construction activities, table top games and much more. We will also introduce early numeracy and literacy skills and activities designed to develop your child's communication skills.

Each day children spend time outside in our play areas or local park. Your child's day is recorded for you to take home so you will know what they have been learning at Happitots Day Nursery!



Pre-School Room

Happitots Day Nursery is recognised as a pre-school centre by the Education Department. In the Pre-School Room children will follow the Curriculum for Excellence (Staff Ratio 1:8).



Pre-school children have the opportunity to move between two rooms guided by their interests on a daily basis. One of our rooms is dedicated to games and puzzles, literacy activities, imaginative play, construction activities and numeracy. Our other pre-school room is dedicated to messy play, including a play dough area, sand and water play, a modelling area and more!

We pride ourselves on ensuring that when children leave the nursery to move on to school they do so confidently and independently, whilst taking with them the enjoyment of learning and a pride in their achievements. We strive for your child to be able to have the following skills when leaving the nursery: recognising and writing their own name, demonstrating good observational skills, showing preliminary reading skills, able to confidently control a pencil, showing creative skills and knowledge of numbers. At the end of each year our children take part in a graduation ceremony where they are presented with their leaving certificates and there is always a special giving of a gift to mark the end of their time at Happitots Day Nursery!

Awards and Accolades



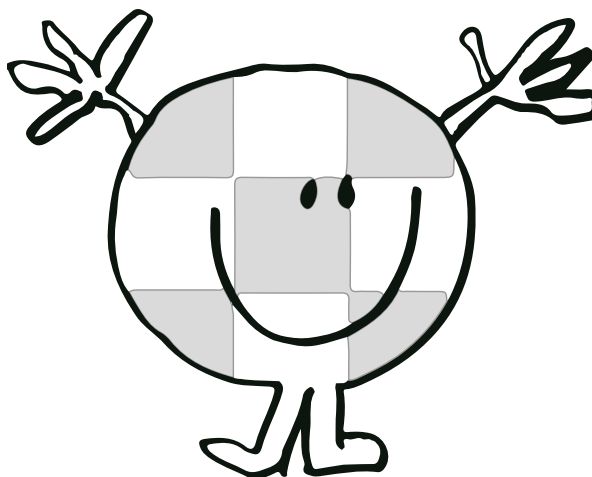
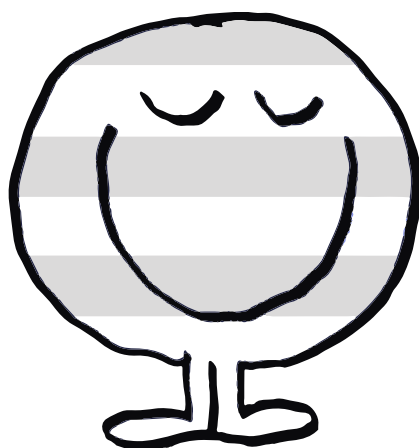
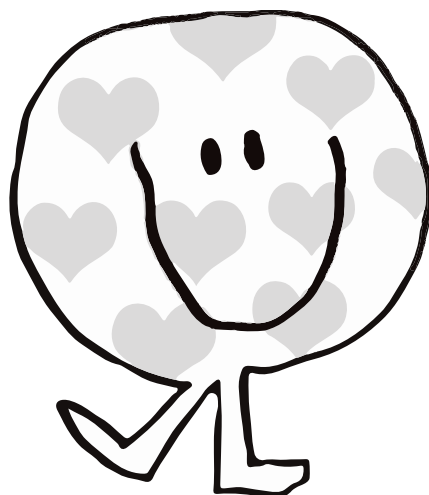
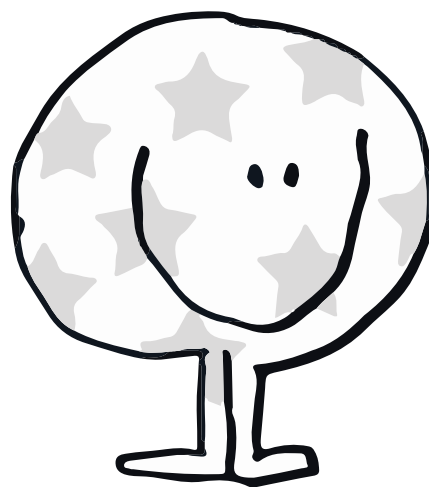
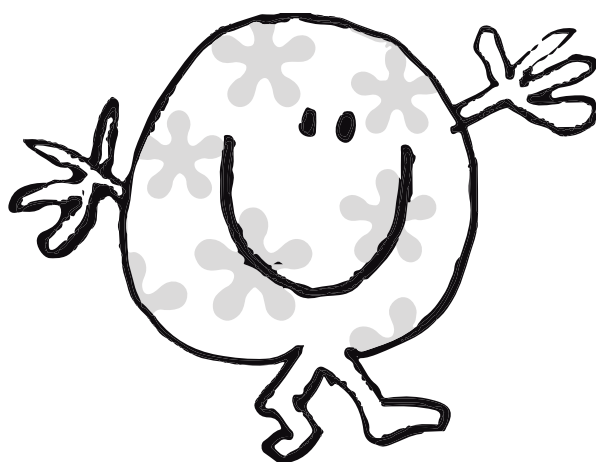
Our passionate commitment to being a leading independent provider of Early Years Care and Education, providing our unique brand of quality to all children has led us to being the proud recipients of many impressive awards, including:

- Recognised Investors in People Organisation
- NDNA Member (National Day Nurseries Association)
- Scottish Qualifications Association Accreditation
- NHS Menu Accreditations
- Triple P Award
- Smile Too Dental Scheme
- Registered Eco School
- Nursery Chain of the year 2013 – Nursery World Awards

We recognise our people are a great asset and we ensure their skills and abilities continue to drive their passion for providing excellent childcare.

Colour and Fun Time

Oh no! Our friends have lost their colour. If you can manage, search this brochure to find out what colour they should be and colour them back in. Otherwise just colour them whatever colour you like.





Outdoor Play



We love to get outside at Happitots Day Nursery, where we have a safe and secluded outdoor play area. Each of the three playrooms have their own garden space which can be directly accessed from the playrooms. We also have a larger greener garden space to the side of the building. We encourage development in all areas of the curriculum including arts, crafts, physical play, literacy, numeracy and more activities!

We believe there is no such thing as bad weather, only inappropriate clothing, so we ask that parents provide their children with appropriate clothing for all types of weather from wellington boots to sunglasses!

Our youngest children are often seen out in our double buggies enjoying the fresh air, sights and sounds of the local community.



Menus

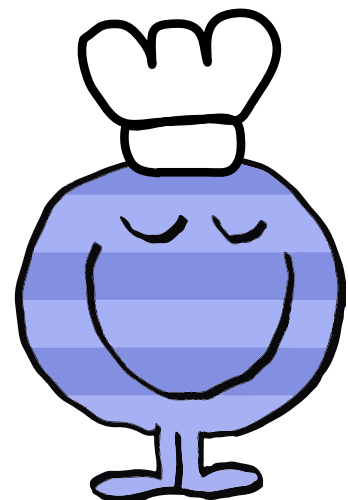
Children are offered a choice of a nutritious morning snack, two healthy lunches and afternoon snack. Parents are asked to provide breakfast and a dinner if you wish for your child to have these meals at our nursery. As a health promoting nursery, we encourage parents to provide healthy and nutritious options for lunch. All our menus have been NHS accredited ensuring all dietary requirements are catered for. We are happy to help cater for any special dietary requirements and/or allergies that your child may have.

In consultation with our parents and children we have created a 4 week rolling menu carefully planned to encompass a healthy and well balanced diet using organic produce when possible, encouraging children to taste and enjoy a variety of mouth-watering snacks. Parents are asked to bring in all milk feeds for babies, in accordance with current guidance. These will be made up as required and stored safely in accordance with manufacturer's guidelines. If your child is arriving early for nursery and would like breakfast, we are happy to accommodate this requirement, similarly if you would like to bring a packed dinner to the nursery so your child can be ready for bath and bed when getting home, we will be glad to help.

Staff serving food have been fully trained in Food Hygiene. Children are encouraged to help with setting and clearing the tables. Good manners and social skills are always encouraged. We encourage children to choose from the day's menu and help serve their own food. We are passionate about encouraging children to learn the importance of good hygiene. We promote washing hands before and after snacks/ lunch and cleaning teeth after meals.

To receive a sample of our 4 week rolling menu, please contact Tracy who will be happy to send you a copy of our delicious menu.

Above all food is fun as we encourage all children to share in the joy of fresh, tasty food eaten with friends in a relaxed social setting.



Parental Involvement

Your Child's Progression

In recognition that education begins in the home, we are fully committed to a partnership approach with parents. The needs of each child are discussed in full, prior to admission and on an ongoing basis. Parents are encouraged to discuss their child's day with their key worker and individual development records are available at all times for parents to view.

E-Learning Journal

Our new E-Learning Journals allow staff to upload observations and Images of your child at nursery. You can login from wherever you are, 24 hours a day and easily access these through a secure login.

Newsletters, Notice Boards and Parent's Evenings

As a parent you will receive monthly newsletters and regular updates on the parent's notice board which is displayed within the nursery. We hold parent's evenings for each room twice a year, where you will have the opportunity to discuss your child's development. We also invite you to join our quarterly parent focus group to discuss plans and ideas for the nursery, supporting our ECO council and ensuring we are meeting all your needs as a parent, and your child's needs.

As an ECO-Nursery we ask that you share your e-mail address with us so we can easily communicate in this way, reducing paper waste wherever possible.

Thank You 😊

Nursery Events

Happitots Day Nursery participate in many events throughout the year including garden parties, open days, and charity events. We invite all parents to attend and get involved with these exciting occasions.



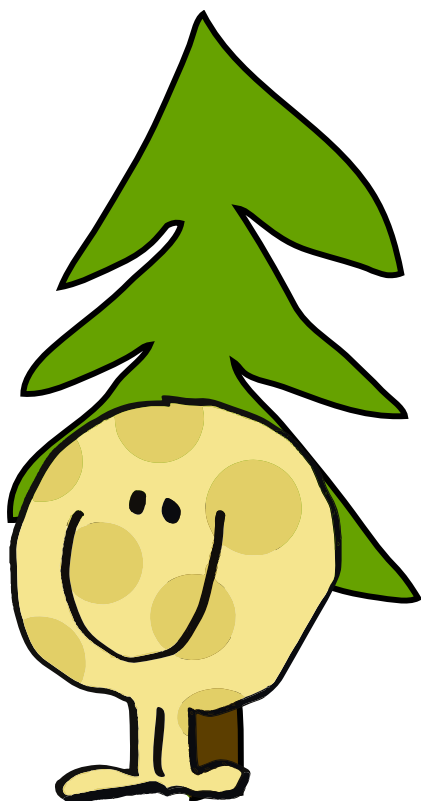
Off To School

When your child leaves nursery to start school you will receive a transition report including all the progress your child has made throughout their time at Happitots. We want to give your child a great farewell and so we hold a leaving graduation for all the children who are about to leave for school.

Environmental Commitment

We are committed to being an environmentally friendly nursery, making changes wherever we can do so, and always considering environmental implications when planning activities for the children.

We are a registered ECO-Nursery and are delighted to be proud holders of our Bronze Award in recognition of our commitment to being an environmentally friendly nursery. Our children are passionate recyclers and love nothing better than an afternoon caring for their garden. We will continue in our green approach to develop strong environmental awareness within our children, helping these little green fingers to care for the world for many years.



There are a number of measures which we undertake to protect the environment, these include:

- Recycling all ink cartridges used in our nursery.
- Recycling waste paper and cardboard.
- Using biodegradable cleaning products.
- Where possible purchasing recycled art and stationary materials.
- We will ensure all nappies are disposed of safely and with consideration of the environment.
- Where required we will support parents in the use of eco-friendly nappies.
- Responsible use of power and water supplies.
- Responsible use of our vehicles.
- Using local suppliers where possible to reduce mileage on delivery of our supplies.
- Requesting minimum packaging of supplies and deliveries.



Practical Information

Opening Hours

Our nursery cares for children from 6 weeks to 5 years. Open Monday to Friday from 8am-6pm with the exception of being closed for 8 Bank Holidays during the year. Flexible, full or part time sessions available.

Our long opening hours are aimed to help cater for working parents, allowing you to plan and arrange any events without having to worry about childcare. At Happitots Day Nursery we will take care of that for you!

Settling in Procedure

Your child will be settled into the nursery gradually. Initially spending one hour, building up to a half-day session and then staying for lunch. This phasing in allows your child to become familiar with the nursery surroundings and staff. Parent visits are encouraged whilst your child is gradually introduced to the nursery.

Sickness

If your child has or is suspected of having an infectious illness it may be necessary for them not to attend nursery. If you find this is the case please contact the Tracy who will be able to clarify prior to dropping your child off at nursery. Should your child develop an illness whilst at nursery you will be contacted immediately.

Fees

		0-2 years	3-5 years
Morning Session	8am – 1pm	£22.25	£21
Afternoon Session	1pm – 6pm	£22.25	£21
Full Day	8am – 6pm	£40	£36.50

- Pre-school funded places available
- 5-10% NHS Discount available

**Terms and conditions apply*

Fees Include

- ✓ Quality early year's care and education
- ✓ Freshly made, healthy meals and snacks
- ✓ Celebration of festivals throughout the year
- ✓ Regular outings in the local area
- ✓ Graduation ceremony
- ✓ Quality resources and equipment
- ✓ Tablets and E-Learning Journals
- ✓ Nursery Teacher
- ✓ Speech & Language Therapist



Insurance and Outings

Happitots Day Nursery hold public liability insurance and require written parental permission before children are taken on any outings. Risk assessments are completed for each outing. We are highly committed to safety at all times and have invested in the unique Walkodile Child Safety system and high visibility vests for all children. Prams and buggies are regularly checked for signs of wear and tear and are serviced annually.

The Care Inspectorate

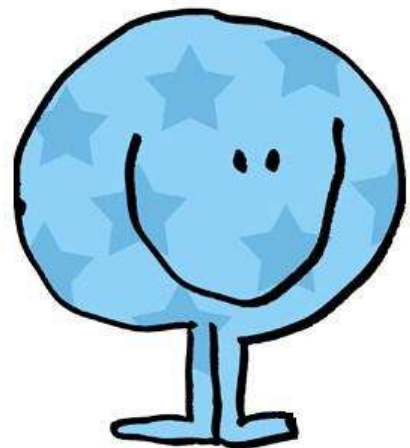
We are regulated by The Care Inspectorate and by environmental health services to help us maintain the highest possible standards within the nursery.

Should you wish to have any further information please do not hesitate to contact:



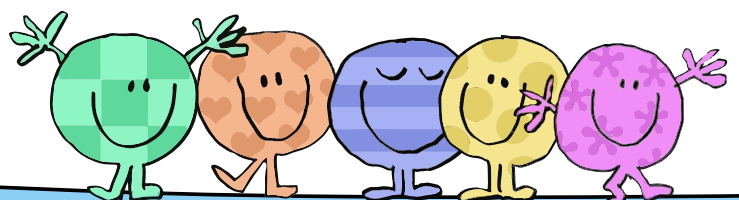
The Care Inspectorate

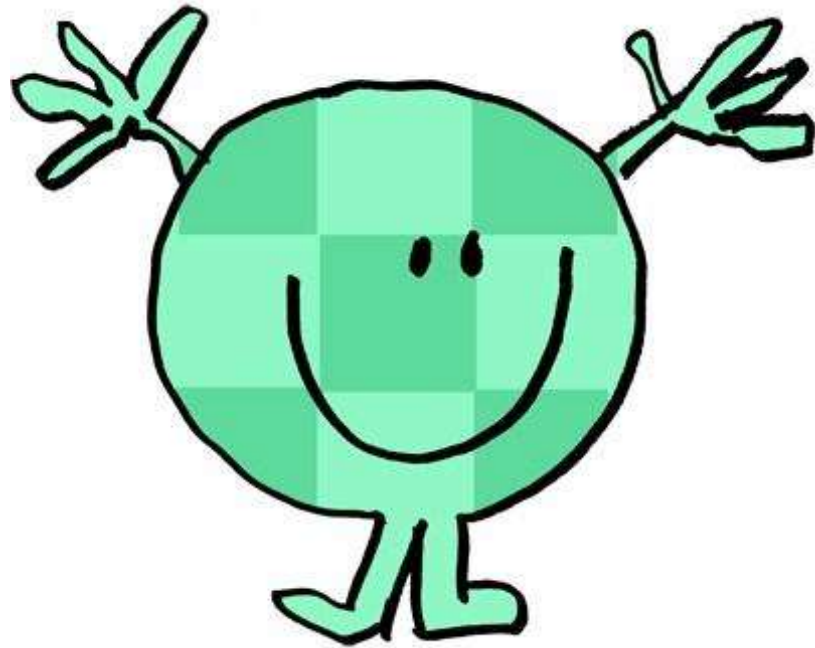
Compass House
11 Riverside Drive
Dundee
DD1 4NY
Telephone: 0845 600 9527



We are proud of our regulatory reports and these are available for you to view within the nursery and on our website at:

www.happitots-nursery-southlanarkshire.co.uk





Part of



www.bertramnurserygroup.com

Happitots Day Nursery

College Way, East Kilbride, Glasgow, G75 0NE

Tel: 01355 807 312

Web: www.happitots-nursery-southlanarkshire.co.uk

Email: Tracy.Shields@slc.ac.uk

[Facebook.com/HappitotsGA](https://www.facebook.com/HappitotsGA)

[Twitter.com/@BertramNG](https://twitter.com/BertramNG)

