



# *PROSPECTUS*

# HAPPI FEET NURSERY

Dear Parents,

Welcome to Happi Feet Nursery where “every child’s happiness is guaranteed”. We would like to appreciate you for showing interest in us. We are a privately owned nursery passionate about giving children the best possible start in life. We strongly believe that the foundation stage (age 0 – 5) is an essential formative part of a child’s life and a period of rapid physical and intellectual growth and as such we strive to ensure that every experience we offer to the child is of the highest possible quality so that children within our care are well equipped to achieve all the early learning goals by the end of the foundation stage as expected in EYFS.

## The Curriculum

Happi Feet Nursery delivers the Early Years Foundation stage curriculum which is a quality framework for children from birth through the age of five. The framework divides children’s learning and development into the two main areas which are the prime and specific area. For each of these areas the guidance sets out goals to be achieved.

### The Seven areas of Learning

#### Personal, Social and Emotional Development

- Self-confidence and self-awareness—Confidence is built in children to try new activities and to also say why they like some activities more than others.
- Managing feelings and behaviour- Children are free to talk about how they and others show feelings, talk about their own and others behaviours.
- Making relationships- Encouraging turn taking and playing cooperatively. Being sensitive to others need and feelings and also forming positive relationship with adults

#### Physical Development

- Moving and handling – Children show good gross and fine motor skill coordination while playing and using tools or equipment including the use of pencil for writing.
- Health and self-care-Children are encouraged and supported to be independent by helping them to manage their basic hygiene and personal needs successfully. Learning about the importance of staying active and eating a healthy diet.

#### Communication and Language

- Listening and attention – Children listen attentively in a range of situations like story reading and while involved with other children.
- Understanding- Children are encouraged to ask questions from adult about everyday experiences and in response to stories or events.
- Speaking- Children’s are encouraged to express themselves effectively and also show awareness of listener’s needs.
- And for the specific areas

#### Literacy

- Reading – Reading and understanding simple sentences and also demonstrating understanding when talking with others about what they have read.
- Writing – Writing some irregular common words using their phonics knowledge.

## Mathematics

- Numbers – Children are able to count their numbers (1-20), place them in order and use them in context.
- Shape, space and measures- Children use everyday language to talk about size, weight, capacity, position, distance, time and money to compare quantities and objects and to solve problems.

## Understanding of the world

- People and communities – Learning about others around them and people all over the world
- The world – We learn about similarities and differences in relation to places, objects, materials and living things.
- Technology-Children are exposed to a range of technological materials used in places such as homes and schools.

## Expressive Arts and Design

- Exploring and using media and materials- We sing songs, make music, dance and experiment with colour, texture, form and function.
- Being imaginative- Children are able to create new things based on what they have learnt by their various activities to express themselves artistically.

### *Our aim is to:*

- to ensure that children are able to achieve and enjoy their learning in all of these areas
- to provide a safe, secure and stimulating environment
- to provide high quality care and education of children in the foundation stage and
- to work within a framework that ensures equality of opportunity for all children and families.

## Policies

Happi Feet Nursery Policies help us to make sure that the service provided by the nursery is of high quality and that being a member of the setting is an enjoyable as well as beneficial experience for every child and their parents.

The staff and parents of the nursery work together to adopt the policies and we all have the opportunity to take part in the annual review of these policies. The review helps us to make sure that the policies are enabling the setting to provide a quality service for its members and the local community.

# NURSERY FEES

Tender Feet Room 3 Months – 24 Months					
	1 Day	2 Days	3 Days	4 Days	5 Days
Full Days	£290.33	£580.67	£871	£1,161.33	£1,379.08
Half Day	£173.33	£346.67	£520	£693.33	£823.33
Tiny Feet Room – 24 Months – 36 Months (+ 1 Month)					
Full Days	£277.33	£554.67	£832.00	£1109.33	£1,317.33
Half Day	£164.67	£329.33	£494.00	£658.67	£823.33
Regular 15H (Funding) 2YOlds					
Full Days	£216.67	£433.33	£650.00	£866.67	£1083.33
Half Days	£121.33	£242.67	£364.00	£485.33	£606.67
Busy Feet Room – 36 Months (without Funding)( + 1 Month)					
Full Days	£260.00	£520.00	£780.00	£1040.00	£1235.00
Half Days	£156.00	£312.00	£468.00	£624.00	£780.00
Regular 15H (Funding) 3YOlds					
Full Days	£212.77	£425.53	£638.30	£851.07	£1063.83
Half Days	£177.00	£234.00	£364.00	£468.00	£585.00
Regular Funding 30H					
Full Days	NA	NA	£400.00	£680.00	£850.00
Extra Sessions					
Emergency Extra Day	Tender Feet £75		Tiny Feet £70		Busy Feet £65

## Payments

Our price includes meals, healthy snacks, fresh milk, drinks and fruit.

Nursery fees are payable in advance, by standing order.

The Nursery is closed for all **bank holidays and the Christmas holidays** however fees remain payable for these days as fees are billed taking this into consideration. Fees continue to be payable for temporary absence due to illness or holidays.

Extra sessions required beyond the agreed attendance must be confirmed by the Nursery Manager prior to the start of the session. Extra sessions will be invoiced separately with the payments due within a week of the invoice date.

Extra sessions required beyond the agreed attendance must be confirmed by the Nursery Manager prior to the start of the session. Extra sessions will be invoiced separately with the payments due within a week of the invoice date.

Please note that our fees are subject to alteration, normally in March of each year. We shall provide two months' notice of any fee changes.

### **Nursery's opening times**

We provide a full day service from 7am to 6.30pm as well as morning sessions which include breakfast and a mid-morning snack and hot lunch while the afternoon sessions include a two course hot lunch, mid afternoon snack and a light tea. We open all year round except for bank holidays and a week during the Christmas period.

### **Vouchers**

Happi feet Nursery accepts childcare vouchers. Please contact our Nursery Manager for further details.

### **Early Years Funding**

All pre-school children are eligible for up to 15 hours of Early Years funded education per week for 38 weeks of the year, starting from the school term following their third birthday. Please contact our Nursery Manager for further details.

### **Application Fee**

An application processing fee of £60 is required when submitting an application for a place at the nursery.

This fee is non-refundable irrespective of your child being offered a place at the nursery.

### **Deposit**

£200, £150 or £100 deposits are also required at registration depending on the number of sessions required. All Deposits are refunded by the 14<sup>th</sup> day of the following month of your child's leaving date, providing a minimum period of three months attendance and one month's notice has been given.

If parents choose to leave prior to the end of their notice, fees are non-refundable.

### **Clothing**

We provide protective clothing for children while doing messy activities but we encourage parents to bring in change of clothing (this includes under-wears) just in case children's clothes gets dirty.

### **Administration Fee**

*An administration fee is payable for late fee payments as follows:*

- 1 - 5 working days late - £20
- 6 or more working days late - £30
- An administration fee of £30 will be charged for cancellation of additional sessions without a minimum of 24 hours' notice.
- In the event that your child cannot be collected promptly at the end of a session, a minimum of one hour's notice by telephone is required. A lateness fee is liable that could increase depending on how late the child is eventually picked up. Lateness fees are collected one

month in arrears. The Management may use their discretion to waive this fee in exceptional circumstances.