# **Georgie Porgie Nursery New Parent Information**

Thank you for choosing Georgie Porgie Nursery. We understand the importance of ensuring every child that comes into our care settles as quickly and as smoothly as possible. We also know how difficult this transition can be for parents. We have many years of experience and everything we do is for the child’s benefit and to encourage this smooth transition. We recommend reading through this document before your child starts nursery as it is full of information you may find useful.

The nursery is open from 7:30am – 6pm. You can drop off and collect at any point during these hours, however if you are collecting much earlier in the day, please let us know so we can ensure your child will be ready. Your child will move through the nursery as they get older. You will receive a monthly invoice due to be paid by 1st of the month, this may differ for your first invoice.

# Key Person

Your child will be assigned a key person prior to joining nursery. Their key person is responsible for settling your child into nursery. They are responsible for observing your child, monitoring your child’s learning and development and writing regular summaries of their development. They are a person you can go to if you have any worries or concerns.

***Your child’s key person will not be the only person to care for your child. They will not be the only person to see your child in and out of nursery. All carers in each group will be equally responsible for your child’s care. It is important that your child builds bonds with all carers.***

# Settling In

We will email you closer to your start date to arrange your child’s settling in sessions. You will receive a phone call from your child’s key person who will discuss everything we need to know about your child as well as answering any questions you have. Your child will then receive a 3-hour in person settle session where you will drop your child off to their key person at the main door. We do not allow parents to go into their child’s room for a couple of reasons. In our experience children settle better in the long-term when they do not associate their parent with the room. If a parent comes into the room and then leaves, this can cause a lot of upset to the child. Also, having a parent in the room can be disruptive to the other children in the room. As previously mentioned, everything we do is for the child’s benefit and to encourage a smooth transition. We understand the settling in process can be stressful to you and your child. We recommend planning something nice for yourself to do during your child’s settle session and first day, if possible. This could be as simple as enjoying a quiet drink with a friend or family member. You will receive an update on your child’s settle session and first day on Famly.

# **Preparing you Child for Nursery**

We want to share some things you could do before your child starts nursery that we have found make the transition smoother for most children.

# Separation Anxiety

We recommend that you leave your child in someone else’s care before they start nursery. This should be someone your child already knows and feels comfortable with such as a family member or close friend. You could start by leaving your child for a very short period so you can pop into the shop or even go into another room to make a cup of tea. Gradually work towards longer separation times, and even work towards leaving them in unfamiliar settings. By doing this you are helping your child gain some confidence and understanding of what happens when they are left without their main caregiver.

The NHS website explains in detail about separation anxiety. We would recommend reading this, especially if you are nervous to leave your child for the first time. Separation anxiety - NHS (www.nhs.uk)

# The Best Baby Bottles (and Bottle Brush) | Reviews by WirecutterBreast Feeding

If you do choose to breast feed your baby, we would recommend working towards them also being able to drink expressed milk from a bottle or cup. There are a variety of bottles available, so it is good to test what works for your baby. When you have your phone settle with your child’s key person, they will discuss milk feeding with you.

# Sleeping

At nursery the children are put to sleep in either a cot or on a sleep mat on the floor. They are encouraged to get themselves off to sleep. Carers provide a relaxing environment and may gently pat them to help them drift off. We do not rock children to sleep or carry them in baby carriers. Children are monitored when sleeping however, a staff member may not always be in the room with them. We would recommend doing anything you can to prepare your child for these possible changes.

***As much as we try to follow your home routine with regards to sleep, your child’s sleep patterns may change slightly whilst settling in.***

# **Food, Nutrition and Weaning**

We pride ourselves on the quality of our food. We have two qualified cooks who have devised menus full of nutritious homecooked food. These rotate on a 5-weekly basis and you will be able to view the weekly menu via Famly in the calendar section. Changes to the menu do happen occasionally due to supplier issues but we will inform you of any major changes. We do not accept any food from outside the nursery due to allergies and intolerances.

Every room at Georgie Porgie Nursery, except Little Bunnies, follows a similar mealtime routine.

7:30am – 8:30am – Breakfast. A selection of cereals will be offered.

9:45am – 11am – Snack. This is usually a carbohydrate e.g. breadstick, rice cake, etc. with a veg or fruit.

12pm – Lunch. This is a hot meal prepared by one of our cooks followed by a low sugar pudding.

2pm – 3pm – Snack. This is usually fresh fruit.

4pm – Tea. This is a light tea, usually consisting of sandwiches or pittas, etc.

Little Bunnies care for our youngest children and will attempt to follow your baby’s home routine as best they can. This includes changing the menu slightly for weaning purposes, etc. However, your child’s first few days might not always go to plan and the staff may need to change their routine to work around them and how they are feeling.

***Your child may not always drink their milk feeds whilst settling. This can be because they don’t want to take it from an unfamiliar person, rather than not wanting the milk itself.***

Georgie Porgie Nursery is an egg and nut free environment. If your child has egg or nuts before attending nursery, please ensure you notify a member of staff.

# Weaning

We work closely with parents during the weaning process. We have introduced a weaning checklist to ensure weaning babies are only provided with foods they have tried at home first. This is something your child’s key person will discuss in further detail during their phone settle if needed.

# **Additional Information**

# Garden and Illness

We go in the garden in all weathers, and we will take children in the garden even if they have a cold. If a child is very poorly and unable to go in the garden, they would be deemed too poorly to be at nursery. We encourage all parents to provide weather appropriate clothing for when we go in the garden. We highly recommend all-in-one puddle suits for babies and young children.

# Medication and Teething

When children start nursery for the first time they can come into contact with new germs. Unfortunately, this can mean some children get a little poorly when they first start. We can give Calpol whilst your child is at nursery, and they can attend if they have already had it before arriving. If your child needs a second dose of Calpol during the day, they would be deemed too poorly to be at nursery.

We can administer prescribed medication if it has the prescription label visible. If your child has not had the prescribed medication before, such as antibiotics, they must be off for 24 hours from their first dose in case they have a negative reaction. Please speak to the office about this in more detail when needed. We cannot administer non-prescribed medication such as cough syrups or over the counter creams, etc.

We cannot administer teething gels or powder. If your child does need medicine at nursery, quite soon after drop off, you will receive a notification from our Famly App, to give permission for us to administer it.

# Sickness and Diarrhoea

As experienced practitioners we can recognise the difference between illness and ‘milk sick’. We also take teething and trying new foods into account. We would not send a child home if they have been ‘milk sick’ however, we will send children home if we believe they are ill. We have a 48-hour policy for sickness and diarrhoea. This means they cannot return to nursery for 48 hours after their last episode of sickness and diarrhoea.

# What to Bring to Nursery

All children need to come to nursery in weather appropriate, comfortable clothing. Children of all ages are encouraged to move their bodies and explore their environment freely and this is easily done in comfy, stretchy clothing. If your child is walking, please send them to nursery in sensible, closed toe shoes with a back. Velcro straps are great as they encourage independence as children grow. Converse style hi-tops are not ideal. Crocs and flip-flops are not suitable for nursery as they do not offer support for your child’s feet when in the garden. We recommend all children bring at least 2 changes of clothes in their bag, unless they are toilet training then we recommend a few more.

If you child is in nappies, you must provide your child’s nappies for nursery. You can bring in a few for the day or provide a bulk pack to stay at nursery and we will let you know when they are running low. For younger children, bulk nappies work best,

We provide cow’s milk at Georgie Porgie nursery. If your child has expressed or formula milk, you must provide this. Many parents choose to provide a tub of formula powder. Expressed milk must be clearly labelled with ounces and date.

All children should have:

* A labelled water bottle / cup for your child to have fresh water available throughout the day.
* Jumper or cardigan for all weathers, you can never be too sure with the British weather.
* Weather appropriate items for the garden such as coat, gloves, winter hat, sun hat, suncream, etc. We will remind you what is needed at certain times during the year.
* Any comforters such as dummies or teddies. These will be kept in your child’s bag unless they are sleeping or upset.

We recommend bringing all the above in a small bag unless your child is in Little Bunnies, then their bag can be slightly larger due to providing bottles, etc. We cannot accept drawstring bags or carrier bags due to suffocation risks. We recommend labelling EVERYTHING!

Famly App

The Famly app is a digital platform that allows parents to communicate with the nursery, view your child’s journey and manage finances. A few weeks before your child is due to start nursery a Login will be emailed to you with the details to download and access the App. Your invoices will be available on the App. You can mark your child off as absent/holiday/sick. You will also receive a notification to acknowledge some permissions. Your child’s meals, sleeps, nappy changes, etc. will be recorded on the Famly app.

***These will not be recorded in real time so may not be uploaded until the end of the day.***

You can message your child’s room/office on the Famly app. However, as the carers to not always have time to access the app, if your message is important/urgent we advise you call the nursery.

On your child’s Famly Journey, you will see photos and a brief description of what your child has been participating in at nursery at the end of each week. Annual reports and regular development summaries will be recorded on their Famly Journey too. As a parent, you can also upload photos (of holidays, birthdays, etc).

Financial Information

Please be aware that there is advice on tax free childcare [Tax-Free Childcare - GOV.UK (www.gov.uk)](https://www.gov.uk/tax-free-childcare) and funding [Childcare Choices | 30 Hours Free Childcare, Tax-Free Childcare and More | Help with Costs | GOV.UK](https://www.childcarechoices.gov.uk/)

# Finally,

You will receive more information about your child’s room specifically during their phone call settle and as they move through the nursery. As previously mentioned, we want your child’s settling in process to go as smooth as possible. We hope you find this information helpful. If you have any questions, please do not hesitate to ask.

Contact Information

Email: [info@georgieporgienursery.co.uk](mailto:info@georgieporgienursery.co.uk)

Phone: 01702 551122

Nursery mobile phone: 07395061627

(You may on the odd occasion receive a call from the nursery mobile. You may also call this number if the landline is engaged, and you urgently need to get through)