

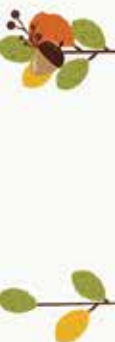
Nursery Prospectus

Mighty Oaks

Day Nursery & Preschool

Exceptional Childcare for children from birth to 5 years

“Mighty Oaks from Little Acorns grow”





Welcome to Mighty Oaks

High quality education in a secure, happy and stimulating environment is our passion.

As a setting, we pride ourselves on having only the best staff so that we can ensure that the education and care we give to all the children here is second to none. Everything that we do aims to give your child the very best educational experience that we are able to deliver. We provide excellent opportunities for the children to connect to nature and the outside environment, in all weathers and all year round, within our 65 acres of beautiful grounds. We fully understand that parents are leaving their most precious possessions in our care and, as such, we take that responsibility with the seriousness it deserves. We firmly believe that by keeping our numbers smaller than other nurseries we can provide a much more tailored package of care, focusing on a child's individual development and needs and ensuring that each child's personality is able to flourish.

After all, it was Dr Maria Montessori who said "The greatest gifts we can give our children are the roots of responsibility and the wings of independence."

Let us **together** plant the seed which will become your child's future.



**Vast Outdoor
Environment**



**Quality Childcare
Teaching**



Our friendly setting is conveniently located within the Bournemouth University Sports Campus, near Bournemouth Airport and between Christchurch and Ferndown, just 5 minutes by car from the A338. All our staff work tirelessly to ensure the environment is as loving, cheerful, stimulating, practical and inviting as possible.

Our two rooms enable us to offer age-appropriate resources which are designed to ensure that children have a mix of independent play and real-life experiences. Both rooms offer free-flow on to our beautiful outside balcony area with a sandpit, mud-kitchen, mark making board and cosy book nook.

Within our grounds, we ensure the children fully explore our fields, woodlands and other facilities offered by Bournemouth University, including Astro turf pitches for improving physical development.

Because of our bespoke setup and location, we are able to incorporate the ethos of Forest School teaching alongside the delivery of the Early Years Foundation Stage.

What Ofsted Say

“

Children respond well to the caring friendly staff and form positive relationships. This helps children settle and feel secure in the setting.

”

Welcome to Mighty Oaks

Early Years Foundation Stage



The Early Years Foundation Stage (EYFS) sets standards for the learning, development and care of children from birth to 5 years old. All schools and Ofsted-registered early years providers must follow the EYFS, including childminders, preschools, nurseries and school reception classes.

The EYFS framework supports an integrated approach to early learning and care. It gives all professionals a set of common principles and commitments to deliver quality early education and childcare to all children. We ensure that all children experience the relevant areas of learning appropriate to their age and stage of development.

As well as being the core document for all professionals working in the foundation years, the EYFS framework gives carers confidence that, regardless of where they choose for their child's early education, they can be assured that the same statutory commitments and principles will underpin their child's learning and development experience.



Forest School

Forest School is an inspirational process, that offers all learners regular opportunities to achieve and develop confidence and self-esteem through hands-on learning experiences in a woodland or natural environment with trees.

Forest School is a specialised learning approach that views every participant as:



Competent to explore & discover



Equal, unique and valuable



Entitled to experience appropriate risk and challenge



Entitled to choose, and to initiate and drive their own learning and development challenge



Entitled to experience regular success



Entitled to develop positive relationships with themselves and other people



Entitled to develop a strong, positive relationship with their natural world

“

Mighty Oaks has been a second home to my son since he was 9 months old! It is a place where he felt totally comfortable. Thank you for making our baby boy feel loved and cared for all these years. Every major milestone from walking to talking, you have been a part of. Each person that has cared for him has shaped him into the confident boy he is today, ready for his school adventures.

”



Welcome to Mighty Oaks

Our Core Values

The core values that we at Mighty Oaks Day Nursery & Preschool are committed to are:



Excellence



Opportunity



Connection to Nature



Flexibility



Commitment to our Community

The education that our setting provides is often the first step for a child outside of their family. Mighty Oaks Day Nursery & Preschool understands that this transitional time can be difficult for parents and carers, as well as the children, and we will support you as much as possible to make enrolment at our setting an enjoyable experience for you and your family.

The varied curriculum that we follow helps us to build the foundations of children's learning from birth to five years and, with the guidance set out by the Government and through continuous training, we will ensure that we provide every child with an environment in which they can thrive.

Every child is different, and they do not grow and develop at the same rate. Children learn and develop through playing, exploring, being active, creative and being asked open-ended questions to help their thinking. Learning to be independent is profoundly important to promote a child's self-assurance. Every child at our Nursery will be taught new skills with assistance and encouragement from their parents and the staff here at Mighty Oaks Day Nursery & Preschool who together form the team that will help them make a positive start.

Meet The Senior Mangement Team



Greg

Greg is one of the Directors of Mighty Oaks Day Nursery & Preschool. He has an Honours degree in education and has worked in early years for over 25 years. During this time, he has been an Ofsted Inspector and Team Manager, Local Authority Lead Advisor for Early Years and has held operations and director level positions with a number of nursery companies and chains. He also has his own successful early years consultancy. In his spare time, he enjoys following Liverpool FC, Formula 1 and cooking.

Lisa

Lisa is the other Director of Mighty Oaks Day Nursery & Preschool. Although her background isn't in early years, Lisa has always worked in the education, health and care sectors. She is currently working as a Care Navigator for Age UK but she brings her passion for helping those with Special Educational Needs, brought about through personal family experience, to MODN. She is extremely organised and she brings that to the processes that are in place at the nursery.



Carla

Carla is the Manager at Mighty Oaks Day Nursery & Preschool and has a Level 3 qualification. She has over 10 years' experience in early years and has worked with all ages from babies through to pre-schoolers. She has a great deal of experience working with children who have Special Educational Needs, both medical and educational. She is always keen to learn more and be the best person she can be. Carla loves to watch the children in her care grow and develop. In her spare time she loves to bake and she's very fond of giraffes!





Welcome to Mighty Oaks

Meet The Senior Mangement Team



Anneliese

Anneliese is the Deputy Manager and Baby Unit Co-ordinator at Mighty Oaks Day Nursery & Preschool. She has been in childcare and education for the past 10 years. She has completed her level 3 Diploma in Children and young People's Workforce and in May 2019 she graduated with a first in BA Hons Child and Adolescent Studies from the University of Bedfordshire. Her specialities include SEN and behaviour management and she is also the setting's SENDCo. As a practitioner, she feels it's imperative for children to have fun with their learning and she's an avid supporter of messy play! She's also a parent of a child at the nursery.

At all times we adhere to the adult to child ratio as required within the Early Years Foundation Stage:

Age Group	Adult to Child Ratio
0 - 2 Years	1:3
2 - 3 Years	1:4
3 - 5 Years	1:8

What Ofsted Say

“

Children develop positive attitudes to helping others. Older children readily tidy up creative resources they have used and help to lay the table for mealtimes.

”

Our Facilities

The Mighty Oaks Room

The Mighty Oaks Room is a large open-plan room, with specialist anti-slip flooring, that is used by the over 2s each day. The room reflects the seven areas of learning, as laid down in the EYFS, to ensure children have access to a broad and balanced curriculum.

The room offers the children opportunities to choose from the large range of resources we provide, and there are plenty of tables for them to sit or stand at to take part in activities.

We have a fantastic cosy book corner with easily accessible books and puppets that we rotate regularly. Children are often to be found sitting on the beautifully upholstered sofa or on one of the matching armchairs that are found under the canopies which make the area so tranquil.

Within our creative area, the children have independent access to aprons and creative materials such as paint, glue, junk modelling, feathers etc. They also use many of the items they find in the forest to create their masterpieces. There is also a large chalkboard wall for mark-making.

At one end of the Mighty Oaks Room, separated by a safety gate, we have the Nursery kitchen.

Children are always encouraged to self-serve at meal and snack times and to tidy their dishes away. They have access to fresh fruit for snack, which they help prepare, and also a Self-Care area where they can retrieve fresh flannels to wash and clean their faces.

Behind the Nursery kitchen, the children also have access to child-appropriate toilets, potties (if required), wash hand basins, mirrors, soap, paper hand towels and our changing area.





Welcome to Mighty Oaks

Our Facilities

The Little Acorns Room

The Little Acorns Room is a light airy room which houses our Baby Unit. The Under 2s spend their time in here exploring the beautiful resources, learning to socialise and take their first steps together. There are cots for them to sleep in and an inviting Dream Coracle for them to curl up in should they choose to during the day. There is also a lovely rocking chair where practitioners can sit and read or sing with the children. Like the Mighty Oaks Room, there is also free flow access to our enclosed balcony so they can go outside if they wish.

Children regularly take part in baby yoga and baby massage sessions, which are run by the Little Acorns practitioners, who have received specialist training on working with children under the age of two years.



Our Balcony Garden

Our balcony garden acts as an extension of both rooms and is fitted with special soft surface child-safe flooring as well as enclosed safety Perspex. Our free-flow environment allows all our children to have supervised access to this area during the day, with its large sandpit, mud kitchen, mark-making wall, book nook, and construction opportunities.

Children are also taken on regular trips into the woodland and grounds of the Campus where we are situated. Here they get to explore the natural world, developing physically as they climb mounds and small trees and run and jump as well as finding items to take back inside to investigate further with magnifying glasses and reference books.



Our Safe Environment

The safety of our children is our paramount concern. Some of the many safety features in the Nursery rooms and grounds are listed below:



We are protected by CCTV systems covering the entry of the Bournemouth University Sports Campus grounds, the main building and within the Nursery itself. The secure Nursery CCTV system is fully owned and maintained by the Nursery and monitors the hallways, Mighty Oaks Room, the Little Acorns Room and our Balcony Area. The Nursery's CCTV system can be monitored from the office



The Nursery's own internal cordless phones within the Office, Mighty Oaks Room and Little Acorns Room



Fully enclosed and secure dedicated balcony garden play area



Risk assessments that are carried out daily



Security lighting to the front and rear of the building



Welcome to Mighty Oaks

Our Safe Environment



First Aid supplies in all the Nursery rooms



Child-size toilets, low level hand basins and soap & paper towel dispensers



Fire drills and lockdown drills that are held regularly



Baby monitors within designated sleeping areas



Off-street parking



Keypad entry systems for the Mighty Oaks Room, Little Acorns Room and Office

Parental Partnership

We recognise that parents know their children best and so we like to work closely with them to ensure each child's home routine is followed. This provides continuity and stability for both the parents and the children, ensuring that the Nursery is a happy and rewarding experience for every family that it serves. To ensure a stress-free transition from home to nursery life, convenient "Introduction to Nursery Life" sessions are always arranged. During these sessions, in which parents are more than welcome to participate, each child's needs and any special requirements can be discussed with the Nursery staff.

Each child is assigned one of our Practitioners as their Key Worker, who will build a caring and strong relationship with them. It is especially important to us that our parents feel involved whilst their child is in our care and we therefore encourage parents to tell us about exciting things that are happening at home so that we can share the excitement with the children. Our staff aim to work closely with parents by regularly discussing and sharing information about each child's development so that they can reach their full potential.

Parental Partnership

A comprehensive programme of feedback and communication is in place, including daily contact with staff to discuss each child's day, a hand-written Daily Care Diary for each Under 2, a Parents' Noticeboard outside the Mighty Oaks Room, our 'Meet The Family' display board, Parents' Evenings as well as frequently monitored Nursery email.

What Ofsted Say

“

Staff keep parents informed of their children's activities and encourage their involvement to promote continuity.

”

Tapestry

To further our Parental Partnership, Mighty Oaks Day Nursery & Preschool uses Tapestry, an online development journal. Tapestry allows our practitioners to monitor each child's progress and keep parents accurately informed through assessments, observations, photos and videos which can be uploaded at the touch of a button.

Parents can access their child's profile at any time, providing they are connected to the internet. This also enables them to tell practitioners what their children have been doing at home and show off their achievements, further strengthening the partnership with Mighty Oaks Day Nursery & Preschool. And, the best thing is that by making use of Tapestry, we don't need to use reams of paper, meaning we are more friendly to the environment too!





Welcome to Mighty Oaks

Food And Drink

All our food is provided by The Professional Nursery Kitchen. This company, whose kitchens we have been to look around, has an excellent reputation and will provide nutritious meals and snacks, freshly prepared, on a three-week rolling menu, designed in conjunction with their Early Years Nutrition Consultant. All dietary needs are catered for and all allergies are taken into account. Meals are delivered to us twice a week by refrigerated van, having been blast chilled at their operations centre in Essex. We store the food as per their direction and then heat it to the required temperature before serving to the children. We believe that this offers the children delicious and healthy food which will aid their development. It does mean that we do not permit children to bring their own food into the Nursery, particularly as we cannot then control what allergens others may be exposed to.



Children are encouraged to self-serve at all meal and snack times and to help clear up their plates, cups, bowls and cutlery.



We provide flannels for them to wash their hands and faces once the meal time is completed. Water is always available for the children throughout the day in their own sports bottles.

If you wish to know more about The Professional Nursery Kitchen, their website is www.theprofessionalnurserykitchen.co.uk.

Personal Hygiene And Self-Care

Our children are able to go to the toilet at any time, with assistance if needed. All of our children are also taught to wash their hands after using the toilet, before eating or drinking, after exploring outside and if they sneeze or cough. We do like to know the terminology used at home for going to the toilet to enable us to provide continuity with phraseology and to avoid any confusion. Nappies are routinely changed at various intervals during the day but also as necessary. We understand that some children will be 'toilet training' and we are always more than happy to work with parents on this.

Attendance And Collection

We kindly ask parents/carers to please arrive and collect children punctually as well as informing us in advance if they will be collecting their child late so that adequate staff cover can be made. However, there is a late collection charge of £5 per 15 minutes between 1-6pm. After 6pm, the Late Collection Charge is £15 per 15 minutes. Any parent/carer collecting late will be required to sign one of our Late Collection Record Slips to avoid any disputes over charges.

We will not release your child from the nursery with anyone that is unknown to us or who is under 18 years of age, unless we receive prior written consent. We will also not release a child to anyone who appears unfit to look after the child or who appears to be under the influence of alcohol or drugs.

We ask parents to notify the nursery by 10am if their child will not be attending sessions due to sickness or holiday otherwise practitioners will try to call all emergency contacts on the child's registration form to enquire as to the child's whereabouts. If contact is not made, the child will be formally logged as an "Unauthorised Absence".





Welcome to Mighty Oaks

Opening Times, Funding Assistance And Fees

The Nursery is open Monday to Friday, 51 weeks a year and only closes on Bank Holidays, the Friday before the first May Bank Holiday for Bournemouth Rugby 7s and Christmas week (nursery closes at 1pm on Christmas eve)

Private Sessions (2 - 5 Years)

Session	Time	Fee	What Food is Included?
Full Day	8am - 6pm	£49	Breakfast, Snack, Lunch & Tea
Morning	8am - 1pm	£29	Breakfast, Snack & Lunch
Afternoon	1pm - 6pm	£27	Snack & Tea
School Day	8:30am - 3:30pm	£40	Snack & Lunch
Normal Hourly Rate	Between 8am - 6pm	£5.40	None

Private Sessions (Under 2 Years)

Session	Time	Fee	What Food is Included?
Full Day	8am - 6pm	£51	Breakfast, Snack, Lunch & Tea
Morning	8am - 1pm	£32	Breakfast, Snack & Lunch
Afternoon	1pm - 6pm	£29	Snack & Tea
School Day	8:30am - 3:30pm	£43	Snack & Lunch
Normal Hourly Rate	Between 8am - 6pm	£5.40	None

Our Early Education Funded Sessions

Session	Time	What Food is Included?
Full Day	8am - 6pm	Breakfast, Snack, Lunch & Tea
Morning	8am - 1pm	Breakfast, Snack & Lunch
Afternoon	1pm - 6pm	Snack & Tea
School Day	8:30am - 3:30pm	Snack & Lunch

Food Prices

Food	Cost	Time
Breakfast	£1.25	8am - 8:30am
Lunch	£3.25	12pm - 12:30pm
Tea	£2.25	4pm - 4:30pm
Snack	75p (per snack)	Morning & Afternoon

Additional Services And Fees

Service	Cost
Cheque Handling Fee	£2 per cheque
Returned Cheque Fee	£25 per cheque
Late Payment Fee	£5 per day the debt is outstanding
Administration Charge	£25

* The Nursery fee structure is reviewed annually.



Welcome to Mighty Oaks

Early Educational Funding

Early Education Funding is provided by the government to ensure that all children in the two years prior to school can access good quality early years education. The Early Education Funding consists of 15/30 hours of early education per week for up to 51 weeks per year (term time defined by BCP Council) and is paid directly to the Nursery.

The 30 hours of Early Education Funding can be used 38 weeks per year (term-time only) or stretched across 51 weeks per year (equating to approximately 22 hours per week).

Please follow <https://www.bournemouth.gov.uk/childreducation/childcarepaying-for-childcare/early-education-funding-for-three-and-four-year-olds.aspx> to find out when your child will be eligible for funding.

If any child attends for more than the maximum amount of their funded time per week, the Nursery will charge for additional hours at our hourly rate of £5.40 and other services.

Completion of a Parent Declaration Form commits parents to receive funding for the term at the Nursery.

The Nursery reserves the right to charge for any children requiring additional services including meals during the funded period. This will be invoiced in advance on the 15th of each month.

Early Educational Funding

To secure an offered place, a completed Registration Form is required, as well as a Registration Fee of £100 (£25 administration fee, £75 refundable deposit) for all private registrations (this includes children who are funded but also have additional private sessions). The refundable deposit will be returned to you at the end of your child's time with us at the Nursery, as long as we have received four weeks' written notice of departure and your account is up to date. Please refer to our Charging Policy for more details.

What Ofsted Say

“

Younger children learn about taking turns from their older friends, who act as good role models.

”

‘Introduction to Nursery Life’ Sessions

We like to provide our new children (and carers) with a gentle introduction to our Nursery by offering one or two complimentary sessions for one or two hours at a time. We feel this helps new children and their carers to familiarise themselves with our staff team, the other children that attend and the Nursery's surroundings before the commencement of their scheduled sessions. At the first of these sessions, we do ask that the new child's red book and birth certificate are provided to the nursery for verification and record keeping.

Items For Nursery

Please see below our suggested list of what our children should bring with them each day and/or leave at our setting:



Backpack



Being optimistic, sun cream and a sun hat



All-in-one waterproof suit



Nappies and wipes – we do not have the facilities to store large supplies of nappies or wipes although each child will have a designated nappy box within the setting



Wellies



Hat, scarf and gloves



Beaker/ Sports Bottle



Spare changes of clothes



Comforter

We kindly ask that all your children's personal belongings are clearly named to avoid items ending up in our lost property box!



Welcome to Mighty Oaks

Childcare Vouchers

Employers can offer their employees childcare vouchers worth £243 per month, free of tax and National Insurance contributions.

Operated through a salary sacrifice scheme, the employer will also save up to £402 in National Insurance contributions per year.

This initiative presents employers with a superb opportunity to help their employees meet the costs of childcare, whilst at the same time enjoying significant savings themselves. For more details, ask your employer which scheme they use.

Or visit the Government's web site at: <https://www.gov.uk/help-with-childcare-costs/childcare-vouchers>.

Please find below our Childcare Voucher Reference Numbers – if a childcare voucher scheme is not listed below that you would like to use, please let us know and we will be happy to help :

Edenred P21157984

Sodexo/Allsave 881328

Care-4 84812874

Computershare 0024953906

Co-Operative 85116706



Tax-Free Childcare

Parents can get up to £500 every 3 months (£2,000 a year) for each of their children to help with the costs of childcare.

If a parent gets Tax-Free Childcare, the government will pay £2 for every £8 the parent pays their childcare provider. This is paid via an online childcare account that the parent sets up for their child.

Tax-Free Childcare can be received at the same time as 30 hours free childcare if parents are eligible for both.

For more information, please visit <https://www.gov.uk/tax-free-childcare>.

Policies And Procedures

We work to Ofsted Statutory Requirements and have a comprehensive list of Policies and Procedures that act as guidelines for good practice. These are explained to prospective parents viewing the Nursery and are displayed during Nursery hours, within a lever arch file, outside the Mighty Oaks Room Door. Our Policies & Procedures include:

1.	Cheque Handling Fee	10.	Transition
2.	Medication	11.	Privacy Notice
3.	Sickness & Illness	12.	Retention Policy
4.	Compliments & Complaints	13.	Data Sharing Agreement Tapestry
5.	Promoting Positive Behaviour	14.	Data Sharing Agreement Parents
6.	Safeguarding - Child Protection	15.	Terms & Conditions
7.	Late Collection & Non-Collection	16.	Permission Form & Confirmation of Information Sharing
8.	Lost Child Procedure	17.	Photographs
9.	Charging Policy	18.	Sharing Information With Children

Nursery Prospectus

Mighty Oaks

Day Nursery & Preschool

01202 572 416

info@mighty-oaks.co.uk

www.mighty-oaks.co.uk

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Mighty Oaks Day Nursery & Preschool Limited

Registered in England & Wales No: 10835649

Registered Office: Chapel Gate, East Parley, Christchurch, Dorset,
BH23 6BL

