



Ysgol Penrhyn Flying Start

(including BaT Club)

Statement of Purpose

We provide quality, affordable childcare for the local community. Quality childcare brings benefits for the whole community, enabling parents to return to work and combine employment with family life, and enabling employers to retain and recruit employees from the local community.

We want parents to feel confident about the quality of care that is provided for their child in order for them to have no concerns for their child's health, welfare and learning.

In order for us to run effectively and efficiently and serve local community needs, it is important that we have a statement of purpose that is implemented, reviewed and revised on a regular basis. This plan is a blueprint for managing the setting.

It describes the setting service, the structure of the setting, who is responsible and guidance on practices and procedures. The plan is used by the setting manager, staff, parents and outside agencies as a reference tool for general day-to-day practice and a tool against which to assess the quality of the service provided.

We will review this policy annually, or as and when needed to reflect any changes to practice, using reflective practice, and make and implement any necessary changes following a review.

Mission Statement

This mission statement outlines the services that children, parents/carers and the community can expect from our provision, and the values that inform our work:

We aim to:

- Provide a happy, safe, warm and stimulating environment for all children to play, learn and develop freely.
- Help children to develop responsibility for themselves and their actions and to become competent, confident, independent and co-operative individuals.
- Encourage children to have a positive attitude and respect for both themselves and other people.

We are committed to providing:

- Care and activities that put the needs and safety of the children first.
- A programme of play based activities that is interesting, educational, stimulating and fun.
- Play based activities that promote each child's social, physical, moral and intellectual development.
- Access to a variety of facilities and equipment

- Promote a positive relationship with parents/carers and work in partnership with them to provide high quality play and care for their children.
- Offer inclusive services that are accessible to the community.
- Undergo regular monitoring and evaluation of our services to ensure that the provision continues to meet the needs of children and parents/carers.

Our provision is committed to meeting the needs of parents and carers by:

- Listening and responding to their views and concerns.
- Keeping them informed of our policies and procedures, including opening times, fees and charges (if appropriate), and programmes of activities.
- Sharing and discussing their child's achievements, experiences, progress and friendships, along with any difficulties that may arise.

under safe and supervised conditions.

- A staff team that is experienced, well trained and properly supported.
- Services that meet the conditions of the Children's Act 1989 and all other relevant childcare legislation, wherever they apply.
- An environment where no child is bullied or suffers discrimination in any form.



Our Aims and Objectives

Our setting is committed to meeting the following aims and objectives:

- ✓ To deliver a child care service of the highest standard that will develop, improve and sustain each child's overall quality of life.
- ✓ To ensure the child care we provide is delivered flexibly, attentively and in a non-discriminatory fashion.
- ✓ To ensure each child's needs and values are respected in all matters of religion, culture, race or ethnic origin, disabilities or impairments.

- ✓ To manage and implement a formal programme of staff planning, selection, recruitment, training, supervision and personal development to enable Child Care needs to be met.
- ✓ To value partnerships with parents/carers through encouraging and fostering good communications, being attentive and responsive to feedback and by sharing information.

The childcare operates in two rooms at Ysgol Penrhyn New Broughton CP and has an appropriate toilet, kitchen, indoor and outdoor play space with storage facilities. Parents access the childcare via the main school playground and enter the setting from the outdoor play area. There are five members of staff, all of whom hold a DBS Enhanced Disclosure Certificate, on duty to care for a maximum of 12 children. The following ratios will not be exceeded:

Breakfast & Afterschool Club: 1 adult: 8 children

Flying Start: 1 adult: 4 children

Wraparound: 1 adult: 8 children

The setting welcomes boys and girls and is registered by CIW to care for 12 children from the term after their second birthday until the third term after their third birthday in Flying Start. It is also registered to care for children from the age of three to 11 in the breakfast, wraparound and after school club. We accept children of all abilities and religions. We accept children with specific dietary needs.

Operational Hours Monday - Friday

7.30am – 8.50am	Breakfast
9.00am – 11.30am	Flying Start Playgroup
11.30am – 3.00pm	Wraparound
3pm – 5.30pm	After School

In the future it is foreseen that we will provide:

- A private playgroup provision alongside Flying start
- Early Entitlement to pupils upon leaving Flying Start
- A holiday Club

Staffing Roles & Responsibilities

Ysgol Penrhyn Flying Start Childcare is managed by a voluntary committee and is registered by Care Inspectorate Wales (CIW) under part 2 of the Children and Families (Wales) Measure 2010 to provide day care as a non-incorporated organisation.

Registered Person – Martin Matthias

Manager – Amy Colley

Breakfast & After School Supervisor – Jan Kingston

Flying Start & Wraparound Supervisor – Tessa Lewis

Breakfast & After School Assistants – Jason Griffiths & Clair Williams

Playgroup & Wraparound Assistant – Kathryn Hunter, Shelly Hughes & Charlotte Price (supply)

Treasurer – Mari Tunstall

Management Committee Members – Keith Lea, Alan Edwards, Sarah Hughes

The Main Contact for Ysgol Penrhyn Childcare is: Mr Martin Matthias

Address: Ysgol Penrhyn, New Broughton CP, School Lane, Southsea, Wrexham, LL11 6SF.

Telephone: 01978 269920

Email: headteacher@penrhyn-pri.wrexham.sch.uk

What do we do?

We offer a wide range of activities and have lots equipment suitable for a range of ages. This includes messy play, water, sand, dough, cutting & sticking, construction toys, dressing up, role play and outdoor play. Children have appropriate opportunities to be active indoors and out as well as to relax and rest. We have a good choice of books to share with the children and offer plenty of opportunities to take part in rhymes, music and dancing. Activities throughout the day are play based and child-led with some adult led activities that are planned termly and weekly. Children are given the opportunity to play at their own pace; the main objective is to have fun!

Languages

The setting is English medium with the use of incidental Welsh. The use of basic welsh is encouraged throughout the setting by using greetings, questioning, rhymes and songs.

Routines

A typical breakfast session looks like:

7.30am	Open
7.30am onwards	Children Arrive
8.10am – 8.35am	Breakfast
8.40am – 8.50am	Tidy Up

A typical Flying Start playgroup session looks like:

9.00am	Bore da and self-registration
9.05am	Song and rhyme time
9.15am	Anwen
9.20am	Free Play – Messy Play
9.40am	5 Minute Warning for Tidy Up
9.45am	Tidy Up Time
9.50am	Outside
10.20	Wash Hands
10.25am	Snack Time
10.35am	Free Play – carpet play
11.10am	5 Minute Warning for Tidy Up
11.15am	Tidy Up Time
11.20am	Story Time
11.30am	Home Time

A typical wraparound session looks like:

11.30am	Registration
11.40am	Anwen
11.50am	Washing Hands

11.55am	Dinner Time
12.30pm	Outdoor Play
1.00pm	Free Play – Messy Play
1.35pm	5 Minute Time Warning
1.40pm	Tidy Up Time
1.45pm	Outdoor Play (15mins)
2.00pm	Washing Hands
2.05pm	Snack Time
2.15pm	Free Play
2.40pm	5 Minute Time Warning
2.45pm	Tidy Up Time
2.50pm	Story Time
3.00pm	Home Time

A typical after school session looks like:

3.05pm	Foundation Phase children arrive and register
3.10pm	Children Play
3.20pm	Juniors arrive and register
3.25pm	Craft Activities & Free Choice
4.10pm	Tidy Up
4.15pm	Tea Time
4.45pm	Outdoor Play
5.30pm	Club Closes

Snack

We provide healthy snacks and drinks during our Flying Start and After School sessions. The choice of food varies from day to day. Food offered is fresh, nutritious and well balanced with a choice of milk or water to drink. There is a menu available for parents to look at. Children's individual needs and preferences are noted and recorded as they register and join. Please let a member of staff know if your child has any allergies or special dietary needs. Staff responsible for preparing snack have a current and valid Food Hygiene Certificate.

	Provision Sample Snack Menu				
	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Cream Crackers with spread, Cucumber Sticks, Seasonal Sticks	Toast Seasonal Fruit	Yogurt Seasonal Fruit	Cereal and semi skimmed milk Seasonal Fruit	Breadsticks with a dip Seasonal Fruit
Week 2	Pancakes Seasonal Fruit	Toast Seasonal Fruit	Cereal and semi skimmed milk Seasonal Fruit	Cream Crackers with spread Peppers Seasonal Fruit	Yogurt Seasonal Fruit
Week 3	Breadsticks Cucumber and carrot sticks with humous	Yogurt Seasonal Fruit	Toast Seasonal Fruit	Cereal Seasonal Fruit	Crumpets Seasonal fruit

Parental Involvement

The staff at the setting welcome the opportunity to work in partnership with parents to help children reach their true potential. There are a variety of ways in which parents can be involved:

- The Childcare setting has an open door policy and encourages parents to share highlights and concerns about their child.
- Parents are encouraged to talk to their child's supervisor (keyworker in Flying Start) about their child.
- Parents are encouraged to share with their child's supervisor/keyworker what they know about their child's development and interests, so the best possible care can be provided.
- As part of the Flying Start Initiative, parents are encouraged to attend Language and Play sessions held each half term.
- Parents are encouraged to complete an exit-evaluation and make suggestions for improvement.
- Parents are encouraged to share ideas for activities in the provision.

Pets and Other Animals

Pets and other animals are not kept on site.

Terms and Conditions

Terms and conditions are set out in the contract between parents/carers and Ysgol Penrhyn Childcare. The contract must be signed and the registration form must be completed by parents/carers before their child attends. Samples of the contract, registration form and the full set of policies are available from the supervisors Jan Kingston and Tessa Lewis or from the schools main office.

Policies and Procedures

Ysgol Penrhyn Childcare has produced a pack of policies and procedures that describe arrangements for dealing with routine operational practice, complaints, concerns and any emergency that may occur during operational hours. They are designed to ensure effective and safe management of our service and to offer the best possible environment and experience for the children and families who use it. The policies and procedures are developed and maintained in line with the National Minimum Standards and Regulations. They are reviewed annually and updated as required, CIW being informed of any changes as necessary. The policy pack is available in the provision.

The setting is registered with the Care Inspectorate for Wales (CIW) who inspect the setting tri-annually and is covered by Public Liability and Employer's Liability Insurance. Certificates are displayed on the main noticeboard in the setting.

CIW and parents/carers are informed of any changes made to the statement of purpose which is reviewed at least annually or as a result of a change in operational practice.

Admissions Policy

Allocations of places to Flying Start are managed centrally by the Flying Start Admissions Officer, Jackie Keith, at Wrexham County Borough Council. She can be contacted on 01978 317020. Breakfast, wraparound and after school care are managed by the supervisors. The admissions policy gives details about how applications for admission to the childcare are managed, please see for further details.

Child Protection Policy

It is the policy of the setting to make children's safety, wellbeing and protection our highest priority. A written policy based on the 'All Wales Child Protection Procedures' is followed. At registration, parents/carers are made aware of the policy and procedures for safeguarding and child protection, including the need to pass on information without parental consent if staff have a reasonable concern. For further information regarding this policy, please refer to the Safeguarding and Child Protection Policy which can be found in the Policies and Procedures folder within the setting.

Arrangement for dealing with complaints and Concerns

Ysgol Penrhyn Childcare offers a warm welcome to all children and families by working in partnership with parents/carers. We offer a nurturing environment, where all children can learn and develop as they play. If you have any concerns about the care of your child, we will be happy to discuss them with you at a time which is mutually convenient. We follow a strict procedure which is outlined in the Complaints, Concerns and Compliments Policy.

CIW and the Complaints Process

When CIW receive information about a service they will consider it and inform the complainant that they will take one of the following actions:

- Undertake an inspection of the service within an identified timescale (a copy of the focused inspection report is sent to the complainant).
- Consider the information with the next planned inspection of the service.
- Advise the complainant to contact an identified agency.
- Refer the complainant to the service about which they have complained for resolution under their own complaints procedure.
- Advise the complainant that their information has been recorded and there is no further action required from CIW.