

## Lasswade nursery 2019 yearly over view

We thank you for continuing to support Pinocchio's at Lasswade; it has been a pleasure to share your child's adventure through learning.

At Pinocchio's we believe in working in partnership with our parents to support and develop your child while taking on board any suggestions for improvements and praise. This year we are happy to say we have continued to provide/have achieved the following:

### **Staff/ training:**

- We have achieved the Investors in People for the last 18 years and for the second year running achieved Investors in Young People. This year we have been accredited Investors in People Gold. We value all our staff and know you do too.
- From January 2020, we pay all qualified staff the real living wage £9.30 per hour or above, regardless of age. We pay a higher rate than the government recommendations for our apprentice practitioners too.
- To ensure all staff are up to date with current guidelines and legislation, I have provided in-house training sessions, to ensure practitioners provide correct learning experiences and better outcomes for children.
- On our Annual full staff training day staff gained knowledge and understanding of child initiated play, floor book planning, responsive planning and self evaluation using HGIOELC guidelines. Staff had the opportunity to share good practice with other practitioners from our sister nurseries on: The intergenerational programme, Forest Schools, Eco-Schools, Numeracy, Literacy and Health and Wellbeing.
- All staff are supported and encouraged to participate in training, and have updated their knowledge on Food Hygiene, Child Protection and First Aid
- The staff have attended training on observations, how to use the Learning Journals effectively and Epi-Pen training.
- The staff have implemented robust quality assurance systems, to ensure better outcomes for the children.
- Self-evaluation has enabled the staff to ensure the correct resources and experiences are offered to a high standard for all.
- We are supported by our cleaner Nicola, who cleans the nursery each night so that staff can have more time to focus on the children.
- Practitioners employed at Pinocchio's Nursery have the opportunity to continually develop their professional development; we have recently had a member of staff complete their SVQ Level 3 in Childcare and another member of staff who is nearing the end of a Level 9 qualification in Childcare.
- Practitioners in training have been, and will continue to be supported and guided through their learning whilst also being provided with the opportunity to put theory into practice and share knowledge with fellow colleagues. Qualified practitioners and practitioners in training have worked in collaboration to ensure that important information and practice is undertaken throughout the setting.

### **Better outcomes for children/partnerships with parents/ carers:**

- We have continued to raise money for The Edinburgh children's hospital charity, with the support from all our families the rolling total of the company is £70, 000 raised by the end of 2019. We would like to thank all families who supported the Oor Wullie trail this year, what an amazing event to be part of. Oor Woody looks at home in our front entrance of Heriot-Watt nursery.
- Throughout the year of 2019 Lasswade nursery has continued to work in collaboration with its sister nursery Eskbank to ensure for a smooth running and caring environment for all the children attending the nursery. Sharing good, quality practice has been emphasised throughout this time to enable for an environment that continually strives to improve.
- Our After School Club and Breakfast Club are growing in popularity and they continue to accommodate parents in the local area for Lasswade Primary and Burnbrae Primary. We are continually working, alongside parents and outside agencies, to improve this service to ensure that school aged children receive the correct opportunities in a fun environment.
- Throughout the year of 2019 the nursery mini van has continued to be an important asset to the nursery; this has allowed for trips to the local library, Gorgie City Farm and Vogrie Country Park.
- The close relationship with the Local Care Home has continued throughout the year of 2019. The children and residents were involved in creating a weekly activity programme which consisted of different activities such as baking, singing and playing games. This provides our children with time spent with our older friends and is extremely beneficial

for all. Our children have great fun spending time at the local care home and often take our older friends cards and gifts.

- Lasswade recently worked in conjunction with the Lasswade Civic Society in order to raise funds for the local Christmas tree and light display. The children, staff, parents and residents at the local care home were involved with a bake sale. We successfully raised over £50 which was donated to the local light display.
- The Building the Ambition toolkit was completed within each playroom in August 2019. Within each play room different areas were evaluated and appropriate changes were made which led to positive feedback from children and parents. Using the Building the Ambition toolkit is highlighted throughout the nursery's improvement plan and will continue to be evaluated throughout the year of 2020.
- Regular senior and management meetings have enabled for better communication throughout the nursery and a closer working team.
- Parental involvement has been highlighted throughout the year of 2019. A parent committee group has been established to help build stronger relationships with parents within the nursery and encourage them to share their views and visions. In house training has been provided by two parents in regards to Epi Pen administration and Learning Journals; both training sessions proved to be extremely beneficial to staff and children.
- Staff and parent surveys were sent out to all within the nursery. The feedback was evaluated and next steps were planned and implement in relation to the suggestions made.
- Our extra curricular classes continue to provide children with enjoyment and exciting learning opportunities. They consist of Mini Kickers and Dance a Book.
- Nursery Champions will continue to be an area of importance throughout 2020; these are important to enable practitioners to share their talents and interests. We currently have variations of champions such as outdoor activity champion, Spanish champion and baking champion.
- Volunteering and work experience placements have been very successful throughout 2019; we have had a number of students attending the setting which provides them with an insight into childcare and the rewarding experiences it provides. Throughout 2020 we will continue to support local school and training providers.
- The introduction of two woodwork benches within the Early Learning room has provided the children with great learning experiences and given them the opportunity to learn about safety and the importance of keeping themselves safe.
- Loose part play has been highly emphasised throughout 2019 and the importance of it shared throughout each play room. After recent loose part training staff have fed back ideas and shared practice regarding how to promote more of this play.

#### **Partnerships with Midlothian Council for preschool grant funding:**

- We have availability for children who are eligible for the current 600 hours (3-5 year olds) and Good to be Two's (this is 16 hours per week term time, 38 weeks per year).
- Successful partnerships with Midlothian Council have ensured consistent support and guidance from principle teachers who evaluate the nursery and provide feedback they ensure that the children have daily access to a broad and varied range of learning experiences.
- Midlothian Council provides a wide range of training for staff such as Child protection, First Aid, Food Hygiene, HGIOELCC and Capable two year olds

#### **Grant Funding**

Grant funded hours are deducted from your monthly fees in advance. You only pay for any optional non grant funded hours. Please see below for more information on the 1140 hours options from 1<sup>st</sup> August 2020.

#### **Change to billing**

From 1/1/20 all accounts will be billed calendar monthly, which means you only pay for days booked each month. This means monthly billing will now vary from month to month. (All 10 days the nursery is closed you will not be charged).

#### **Nursery holidays**

CLOSED Wednesday 1/01/20 and Thursday 2/01/20 **New Year Break (2 days)**

CLOSED Thursday 9/04/20 **Full Staff Training Day (1 day)**

CLOSED Friday 10/04/20 and Monday 13/04/20 **Easter Break (2 days)**

CLOSED Friday 25/12/20 to Thursday 31/12/20 **Christmas Break (5 days)**

### Tax Free Childcare

Tax-free childcare is a digital service to help parents pay for childcare. **For every £8 a parent pays into their childcare account, the government will add an extra £2, therefore covering 20% of your child care cost!** Parents can then use that money to pay their childcare provider. **Any pre school child, any age and any family.**

Pinocchios have parents already set up using this successful; you will get a unique reference number that we then match your fees easily. Penicuk reference is 5002 1494 762.

If you would like to find out more about this service you can visit [www.childcare-support.tax.service.gov.uk](http://www.childcare-support.tax.service.gov.uk) or you can call them on 0300 123 4097.

We look forward to working in continued partnership with parents and carer's. Where you are actively involved in your child's individual care and learning, where nursery is a home from home.

We continually seek to improve the facilities and amenities on offer to parents, children and employees by welcoming suggestions on how to improve our service. One of the ways that we do this is through our 'Parent's Group Meetings' which we would invite you to become involved in.

We would like to take this opportunity to wish you and your family a Merry Christmas and a Happy and Healthy New Year.  
Kind regards,

**Katrina Weir**  
Operational Director

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### Pinocchios 1140 Hours Options from 1<sup>st</sup> August 2020 (All 3-5 Year olds)

*Free government grant funded hours provided, no money required for deposit or grant funded time at Pinocchios.*

Placement will be offered over 50 weeks/ 22 hours and 45 minutes grant funding per week

Option 1: Monday & Tuesday 8am-5pm, Friday 8am-12.45pm.

Option 2: Wednesday & Thursday 8am-5pm, Friday 1.15pm-5pm.

Please circle which option you would like to book for 1/8/20 and return the slip to your Manager.

- If you require there will be the option to have extra hours: IE For an earlier drop off 7.30-8 and later pick up 5-6pm (with additional charge to parents).
- If you require there will be the option to have extra session 7.30-1, 1-6pm or 7.30-6 (with additional charge to parents).
- Please note if your child is under 3 years and not yet eligible, still return the slip as we will book and hold the placement you require. For further information please speak to your Manager.
- We require you to confirm any extra sessions or hours that you will be requiring for us to hold for you. *All existing parents will have priority for placements, however you must let us know by 17/1/20*

Please indicate choices below: