

Prospectus 2022/2023

Mini Bees
Safe, Vibrant & Outstanding Childcare

Safe, Vibrant and Welcoming

Outstanding provision where children learn, grow and develop EXCEPTIONALLY!

OFSTED

Following a successful registration inspection by Ofsted on 14th July 2022 we started providing outstanding childcare in Hackney. The management team and staff effectively implement their policies and procedures into daily practices, to support fully children's health, safety, and security.

The system for assessments and planning is effective. Staff know the children's abilities and, in the main, they plan challenging activities that enable children to make good progress from their starting point.

Staff consistently teach children about positive behavior, including the importance of being kind to one another. Children enjoy making marks in their own way and at their own pace. They learn that writing can be used for different purposes.

Our next inspection is due within 30 months of the registration inspection. The full inspection report will be available and published after the next inspection.





Mini Bees is a friendly and well-resourced provision, situated in Hackney, providing outstanding childcare for children aged three months to five years old. The nursery has use of spacious age-appropriate rooms with a cozy, caring and stimulating environment, offering a wide range of activities which promote each child's physical, intellectual, emotional, social and language skills through fun & play which stimulates initiative and imagination.

Contents



Table of Contents

A WELCOME FOR PARENTS	3
CURRICULUM, PLANNING & ASSESSMENT	4
OUTDOOR ENVIRONMENT	5
BABY ROOM	14
TODDLER ROOM	19
PRESCHOOL ROOM	24
SESSIONS & TIMINGS	29
FEES & CHARGES	30
DAILY ROUTINE	31
SETTLING-IN	34
MEAL & SNACK TIMINGS	38
SPARE CLOTHES	39
PARENT PARTNERSHIP	40
LATE COLLECTION CHARGES	41
HELPING YOUR CHILD'S PROGRESS	42
SAFEGUARDING (POLICIES & PROCEDURES)	43
OFSTED REPORT	46
FAMLY APP	47
ANNUAL CALENDAR	49
HOW TO FIND US	50

A WELCOME FOR OUR PARENTS

Dear parent/carer,

Welcome to Mini Bees Childcare. We are delighted that you have chosen Mini Bees for your child. We will do everything to ensure he/she feels happy and secure with us and enjoy the early years experiences provided to him/her.

Following our successful operations at Upton Park since 2014, we decided to expand our outstanding provision to provide the best possible early years provision in Hackney. We aim to deliver outstanding and affordable childcare to local communities with exceptional quality. We are open all year round for fifty-one weeks in a year, Monday to Friday, 7.30am – 6.30pm. We are a unique provider in Hackney due to our exceptionally spacious enabling environment for your loved ones to learn the independence, be ready for school and become the leaders of tomorrow.

All children in our setting are given equal opportunities to develop social, emotional, physical, and intellectual skills through a wide variety of activities and experiences based on the development matters and Early Years Foundation Stage statutory framework (revised in September 2021). This enables our children to become more independent, resilient and to make a happy and successful transition into their reception classes.

We believe that every child deserves the best possible start in life, helping them to develop into happy, confident, sociable, and independent people. At Mini Bees, we use Famly Parents App where you can continuously stay in contact with the child's keyperson (educator), read observations, watch pictures or videos of your child's achievements from ease of your smart phone. We achieve this by working closely with parents and families to ensure tailored care and education for each child, guided by their own unique set of experiences, interests and needs. We embrace individuality, equality, and diversity; we value every child and their family, thus promoting a culture of respect, confidence and positive self-esteem.

We would like you to be aware of our policies and procedures which are published on our website www.MiniBeesChildcare.co.uk

We wish your child happiness and success at Mini Bees Childcare.

With best wishes,

Nursery Manager

CURRICULUM, **PLANNING & ASSESSMENT**

Enabling Positive A Unique Learning and

Relationships

Child

Physical development

Involves providing opportunities for

young children to be active and

interactive; and to develop their co-

ordination, control, and movement.

Children must also be helped to

understand the importance of

physical activity, and to make healthy

choices in relation to food

Mathematics

opportunities to develop and improve their skills in counting,

describe shapes, spaces, and measures.

The early years foundation stage

Exploring, learning through play, and having Throughout the day, we plan activities according to the children's interests and their next steps. Our practitioners play a vital role in development, children's through an excellent interaction with them and giving children opportunities to explore all the areas while learning and development to enable them be to independent.

We follow FYFS framework as basic standard to continuously improve the quality of our provision. We focus individual child's needs and interests and plan the next steps to meet the child's needs within all seven areas development with more focus communication and on language, and independence.

Communication and language development

Involves giving children opportunities to experience a rich language environment; to develop their confidence and skills in expressing themselves; and to speak and listen in a range of situations.

Personal, Social and

Involves helping children to develop a positive sense of themselves, and others; to form positive relationships and develop respect for others; to develop social skills and learn how to manage their feelings; to understand appropriate behaviour in groups; and to have confidence in their own abilities.

Expressive arts and design

Involves enabling children to explore and play with a wide range of media and materials, as well as providing opportunities and encouragement for sharing their thoughts, ideas and feelings through a variety of activities in art, music, movement, dance, roleplay, and design and technology.

Involves encouraging children to link sounds and letters and to begin to read and write. Children must be given access to a wide range of reading materials (books, poems, and other written materials) to ignite their interest.

Literacy development

Devlopment

Understanding the world

Involves guiding children to make sense of their physical world and their community through opportunities to explore, observe and find out about people, places, technology and the environment.

Emotional Development

OUTDOOR ENVIRONMENT

Our children have access to enormous well equipped indoor space and access to large public park (London Fields Park) each and every day. We encourage each child to reach their full potential by demonstrating a love for nature, sports, art, music and the culture around us. We model behavior through tolerance, respect and love for others. We are inspired by children's natural instinct to learn, discover and play alongside others. We give children new and varied experiences during especially during outdoor time so that they can be their most curious selves.



Children enjoy in exploring the large open space; going on nature walks or simply having a picnic under the shade of the large trees.





Children are encouraged to take an interest in their world and care for nature through activities such as birdwatching, discovering minibeasts or growing flowers, fruit and vegetables. As well as a grassed section, slides and ride-on toys, the park hosts a range of physical activities while we take resources from the Nursery with many learning, social and physical development opportunities.

































Baby Room

Our Baby room provides a stimulating environment where youngest our children independently explore, using their senses and growing mobility. Resources such as treasure baskets promote heuristic play and low-level storage and displays keep everything within sight and reach. We have several different areas with inviting spaces to hide, play, discover and rest. Within warm, homely surroundings, our baby room experience an array of natural resources as well as musical, creative and interactive activities to ignite their senses, social skills and curiosity.









Baby Room







Baby Room













Baby Room





Baby Room







Our toddler room is large and bright which caters for children aged 2-3 years old. The room is well equipped to meet the children's individual needs, containing a variety of educational resources and activities.

Children are encouraged to participate with planned activities both indoor and outdoor. Meals are served in the room and toddlers are encouraged to become more independent, develop their self-help skills and feed themselves using the appropriates plates and cutlery. The toddler room has a ratio of one staff member to four children (1:4). That key person ensures that your child transitions well into their next unit and receives the support they need i.e., toilet training.

























Preschool Room

The pre-school room is organized specifically for children aged 3-5 years old. It helps them to prepare for school life through a variety of structured learning activities.

The room is divided into different areas of learning and is equipped with all the necessary resources. Children are encouraged to develop their independence and can choose their own equipment/activities during free play. Extra curriculum activities are also provided on a weekly basis.

Meals are provided to children within their rooms and children use their self-help skills to serve themselves while sitting amongst friends, initiating conversations, and making relationships.





























Sessions & Timings

Mini Bees Childcare opening hours are **Monday to Friday from 7.30am to 6.30pm.** Our standard full day session is 8am to 6pm. We offer an early drop off (7.30 AM) and late pick up (6.30 PM) service for parents who have a longer working day. This is available on request and incurs an extra charge of £7.50 per day for each time.

Our sessions are divided to enable all children to participate in activities led by adults, which are more structured, and to initiate some activities for themselves. This is a general guideline to how the day is spent at our Nursery.

We operate several different sessions to suit your needs. Our sessions are as below:

Sessions Timings					
Early Start/Late Pick up	Full Day	Half Day AM	Half Day PM	3 Hours Short Sessions	
7.30am / 6.30pm	8am to 6pm	8am to 1pm	1pm to 6pm	8.30am - 11.30am, 12pm - 3pm, 3pm - 6pm	

- We exclusively offer 15- and 30-hours childcare spread over a full year and not an academic year.
- Cost includes meals, snacks, formula milk, nappies, additional creative & learning sessions & trips.
- Accounts must be settled by the first of each month, via BACS or debit/credit card payment.
- We offer a 10% discount for siblings.

Nursery Fees



Nursery Fees

CHILDREN AGED 3 MONTHS TO 2 YEARS

Weekly Sessions	Two Days	Three Days	Four Days	Five Days	Additional Day
Half Day (5 Hours)	£350.00	£515.00	£675.00	£840.00	£45.00
Full Day (10 Hours)	£675.00	£1,005.00	£1,340.00	£1,670.00	£85.00

CHILDREN AGED 2 - 3 Years

Weekly Sessions	Two Days	Three Days	Four Days	Five Days	Additional Day	
Half Day (5 Hours)	£340.00	£505.00	£665.00	£810.00	£40.00	
Full Day (10 Hours)	£665.00	£975.00	£1,290.00	£1,550.00	£80.00	
Fee with 15 Hours Universal Free Entitlement						
3 Hours	N/A	N/A	N/A	£225.00	£25.00	
Half Day (5 Hours)	£78.75	£243.75	£403.75	£548.75	£40.00	
Full Day (10 Hours)	£403.75	£713.75	£1,028.75	£1,288.75	£80.00	

CHILDREN AGED 3 - 5 Years

Weekly Sessions	Two Days	Three Days	Four Days	Five Days	Additional Day
Half Day (5 Hours)	£310.00	£460.00	£610.00	£760.00	£35.00
Full Day (10 Hours)	£610.00	£910.00	£1,210.00	£1,490.00	£70.00
	Fee with	15 Hours Univer	sal Free Entitler	ment	
3 Hours	N/A	N/A	N/A	£215.00	£22.00
Half Day (5 Hours)	£72.50	£222.50	£372.50	£522.50	£35.00
Full Day (10 Hours)	£372.50	£672.50	£972.50	£1,252.50	£70.00
	Fee with	30 Hours Univer	sal Free Entitle	ment	
Half Day (5 Hours)	N/A	N/A	N/A	£285.00	£35.00
Full Day (10 Hours)	£135.00	£435.00	£735.00	£1,015.00	£70.00

Daily Routine

Please note that daily routine may differ slightly based on children's age. Please speak to the room leader for more information. Thanks!

REGISTRATION & BREAKFAST

We recognise that mornings can be a challenge, and we're committed to doing everything we can to ensure a positive and warm start to the day for our families.

You'll be welcomed by our staff team, and then met by either your child's key person or a member of your child's key team at the door to your child's Family Room. This is a chance to discuss anything important or simply what you got up to at home so we can extend this into the childcare.

Your child will then either have breakfast or settle down to play with an educator and friends, while parents are free to grab a coffee and a bagel from the breakfast bar and answer some emails in the parents' area before heading off to work.

EXPLORING AND LEARNING THROUGH PLAY

Throughout the day, we plan activities according to the **children's interests** and their **next steps**. Our practitioners play a vital role in children's development, through an excellent interaction with them and giving children opportunities to explore all the areas while learning and development to enable them to be independent.

Every person is an equal part of the group where each one's thoughts, ideas and conversations matter and are respected. Children also play in small groups which is a perfect opportunity to help them to grow and develop. In addition, it is the perfect opportunity to help them to be an active part of that growth and development!

CHILD-LED PLAY

Children are able to freely explore and play with our many resources including specialist atelier art equipment, dress-up stations and the Mini Bees Childcare Library. They can also categorise materials, create stories and explore make-believe play, block play, sensory and water play. Children can also familiarise themselves with the world around them through mini-models of vehicles, animals and people, or through research on our digital tables.

Daily Routine

HEALTHY SNACKS

A healthy body produces a healthy mind. We promote healthy eating throughout the day and do not provide any sugary or unhealthy meals. Please refer to our menu for more information.

OUTDOOR ACTIVITIES IN LOCAL PARK

The local park is just a short walk from the setting. We take children outdoor every day to ensure they play outdoor as imaginatively as our indoor spaces, providing the perfect backdrop for physical activities such as climbing, balancing, riding, playing ball games and completing obstacle courses.

Many of our outdoor areas also include planting stations, water play and a vegetable patch for Forest School-inspired learning experiences. We also learn outside of the childcare on trips into our local communities. All children will spend time engaged in outdoor learning every day.

MEALTIMES

We promote a relaxed and sociable atmosphere for our 'family' meals, and the children are encouraged to lay the table, serve themselves and help clear up. Lunch is served at 11.30am for our younger children and 12pm for the older ones. Dinner is served at 4pm. A snack bar is available throughout the day where children are able to come and enjoy a snack with a couple of their friends.

NAP / REST TIME

We believe that good sleep and/or rest is essential for all children. Our childcare rooms are designed to easily convert into cosy sleeping spaces with gentle music and soft mats.

When children first join the childcare we follow their home sleep routines, and then continue to support children to sleep at the time that is right for them. As we all know, yawns are contagious, and we find that children tend to adjust to snuggling up amongst their friends quite quickly. When they're ready, they'll drop down to one nap, which is usually best timed to happen after lunch.

Children who no longer require a sleep in the day may still want to rest and are able to take themselves off to our 'hygge' corners, designed to feel relaxed, calm, and secure.

Daily Routine

KEY PERSON LED LEARNING

Every day our educators will lead small group or individual sessions, either with a communication and emotional literacy focus or exploring one of the Mini Bees Childcare extras such as Spanish, yoga or cookery. They will also explore and research new topics with the children, extending their knowledge of the world around them. Insights and updates on these experiences are shared through the Mini Bees Famly App.

TEATIME

We serve team time meals at 4pm. All meals are provided by an external professional caterer especially designed for early years.

FOCUS ACTIVITIES

This is the planned activity time by the keyperson for each child considering their individual needs.

GOODBYE CIRCLE TIME

Visit us and meet our team of childcare and early education professionals and see how the environment has been designed to encourage children's development and love of learning.

PICK UP TIME

At home time, parents are encouraged to come in and chat with the educators and hear all about their child's day and accomplishments. It's a perfect opportunity to get to know the team, and the other parents, and to ask any questions you have about how your child is progressing. If you have something you'd like to discuss, then our managers' doors are always open for a quick chat – or a longer meeting.



Settling into Mini Bees Childcare

Welcome to Mini Bees

We are looking forward to getting to know you and your child.

Settling in is Important

Starting nursery is a big step for most children. That's why we think settling-in is really important. The time you spend helping your child to settle in will really benefit them in the long run - it will mean your child will be happier, more confident, and learn better and enjoy more at Mini Bees.

We start children slowly, so they can get lots of support and attention. We do not want them to have a bad first experience of school. Different children will settle in at different rates.

The absolute minimum amount of time you need to stay and help to settle your child will be 3 sessions. Most children need more than this - some a lot more. During first 3 days, we will ask you to say goodbye to your child and separate for a gradually increased amount of time.

During nursery meeting, we will ask you some questions about your child and their health and development. This information will help us to settle your child in and help us to make sure we meet your child's needs at Mini Bees.

If your child has any comforters, you are welcome to bring them to the nursery to help them to settle in otherwise everything will be provided at Mini Bees. We also ask that when your child attends, they bring a spare set of clothes. We provide meals, snacks and milk however you may provide breast expressed milk in a bottle if your child is on breastfeed.



There are two important parts of settling in:

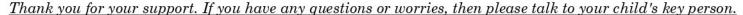
- Your child feeling confident to play in the nursery
- Your child playing with and talking to their key person

We will really need your help during settling in, because you know your child better than anyone.
Please talk to your key person about how you think things are going.

These are some of the ways you can help:

- If your child has spent time away from you (e.g. with other members of the family, in a nursery, with a child minder, with a friend) – tell us how your child got on. Did she or he find anything difficult? What helped to comfort your child?
- Even if your child has already been to another nursery or been with a child minder, you will still need to help with settling in – Mini Bees Childcare, the adults here and the routines of the day will still be new and strange.
- During settling-in, please try to be "available" to your child. Let them come back to you when they want to. Make sure your child knows where you are and can come back to you easily. Don't put any pressure on them to move away from you. But try not to be too interesting it's helpful if you sit back a bit and let your key person play with your child.

- It will be for you and your key person to decide together when your child is ready to have a little bit of time in nursery without you. Please make sure that your child knows you are leaving – if you "slip away" when your child is busy, then your child may look round, expect to see you, and be really upset that you are not there.
- Settling in goes well for most children, and they soon start to enjoy nursery. But if your child gets upset or sad, don't worry. All of us can feel sad when we are parted from someone we love. What matters is that your child can be comforted by their key person and helped to settle. Try to be as confident as possible that your child will be OK. If your child sees that you are upset or anxious, then they will get upset too.
- If your child can't be comforted by your key person, then we will ask you to come straight back in. We do not want your child to have a bad experience and get really upset in nursery.





Please help the nursery by:

- Not using your mobile. When you are dropping off or picking up your child, we think it is important that you are available to listen to your child and talk with them.
- Not taking photos other families may not want you to photograph their child. We take pictures of the children regularly for their learning journey.
- Telling us if someone different is going to pick up your child (if it isn't going to be you or one of the other people on your form). The minimum age for picking up a nursery child is 16 years old. If we don't know the person who comes to nursery, we will not let them take your child.





We are part of a Healthy eating project

This means we promote healthy eating in several ways

Snack – we provide a snack in Nursery for children to eat and drink if they wish to during each session. This includes water or milk to drink, fruit and vegetables and a range of other healthy foods.

Dental Health – it is important to register your child with a dentist. We can give you a list of local NHS dentists: all treatment for children is free.

If you bring a snack for your child when they meet them at the end of their session - we recommend something healthy like fruit, bread, or vegetables. To protect your child's teeth and health we recommend that you do not bring sweets, chocolate, biscuits or crisps.

Your key person will also speak to you if they have concerns about your child's health including their weight.



Birthdays and Celebrations, we will celebrate your child's birthday if you want us to by singing Happy Birthday to them at story time. We use a pretend cake so they can have the experience of blowing out candles.

When we celebrate other festivals, we may ask you to bring in some food items so that we can make a range of healthy snacks with the children.



Meal & Snack Times

Food and nutrition are important to us and we know that a healthy balanced diet is essential to your child's growth and development. Every day is an opportunity for us to satisfy your child's appetite with delicious and nutritious meals and snacks, designed with their needs in mind, with a menu planned to broaden their food experiences.

Our Italian chef prepare fresh meals every single day. Where possible, we use organic

ingredients for our nursery meals. We always provide fresh, balanced meals to the children at each mealtime with a choice of fresh fruit at snack times. We all know that breakfast is the most important meal of the day. So, to get our children off to flying start, we offer a variety of non-sugared cereals and whole meal toast, enough to fill up their bellies and keep a smile on their face till snack time.

Meal & Snack times are social occasions in Nursery when the children come together in their groups and can share with others what they have been doing.

We offer variety of fruit, yoghurt, water and milk each day and sometimes something that the children have helped to make. If your child is allergic to any food or has a definite dislike, please let us know. We do not allow children in any sweets/crisps or juices from home. We encourage healthy eating throughout our setting.



Copies of our three-week menus and recipes are available at the nursery. Please ask our manager for a copy.



Spare Clothes

The Nursery does not provide any spare clothes. All parents are required to provide spare clothes for your child.

For Nursery, your child will need:

- Three sets of clothes
- Accidents do happen sometimes and if it is not a case of getting to the toilet too late it could be over exuberance in the water tray! If your child does not have spare clothes and he/she has an accident in the nursery then we will have to contact, you to collect your child.
- Indoor shoes, which can be decorated to help the children find them independently. Please put your child's name clearly on the back of the heel.



We do lots of activities which are sticky, gluey and generally messy and your child will be happier if he/she knows you won't mind him/her getting dirty. Outdoor footwear should be practical with easy fastenings.

It is helpful for your child and us if he/she is taught words for needing the toilet that we all know and that he/she can

manage the toilet independently.



Parent Partnership

Mini Bees Childcare is a partnership between nursery and home. We respect parents as their child's first and most enduring caregivers and educators. From settling-in and day-to-day care to assessing and planning, we include and value parents' input.

It is important for children to witness the good relationships between parents and practitioners. As well as daily hand-over discussions and our open-door policy, parents are invited for regular reviews on their child's progression.

If you feel you could help in Nursery, please let us know.

Sing and tell nursery rhymes Talk about the numbers, colours, words and letters you see when you are out and about

Allow your child to cut out and stick pictures from magazines

On a trip to the supermarket, talk about all the different packaging shapes



Cook / bake together

Plant seeds or bulbs in a pot or garden patch

Talk to your child at every opportunity – e.g. what you are doing that day

Use the weather – shadows, rain puddles, snow, wind, mist and sun - to extend your child's vocabulary

Share a book

Explore the park at a different time of the year – go off the beaten track

Late Collection Charges

Punctuality is the very important. We understand at time circumstances beyond your control may make you late. You must call us to inform us as soon as possible. The nursery will be lenient on the first time you are late collecting your children however on the second time you will be issued with a late collection charge.

All parents/carers will be given a five-minute grace period on late collection of their child (one time only). If your child is collected 5 minutes after the session has ended (For example if your session ends at 11.30 a.m. and you pick up after 11.35 a.m.) then the following charges will be levied:

Late pick-up time	Late pick-up charge
0 minutes to 5 Minutes Late	£5.00
5 Minutes to 15 Minutes Late	£10.00
15 Minutes to 30 Minutes Late	£15.00
30 minutes to 1 hours late	£20.00
More than one hour late	Please speak to staff members for more information.

Please note that late pick-ups more than 5 minutes must be arranged in advance. Thanks!

The late collection charge must be paid before your child's next session, if you are struggling to make the payment you must speak to management to come to an amiable agreement, where possible we will do our best to help you.



HELPING YOUR CHILD'S PROGRESS

Self-help skills

It is helpful to your child if he/she is able to dress and undress with some independence. Let him/her get dressed by him/herself at times and put their own shoes on. Teach him/her how

to zip up coats or do up buttons. Encourage independence in the bathroom: going to the toilet and washing hands. Encourage him/her to help to tidy toys away.

Reading and Writing

Help your child to recognize his/her own name when written by using the small script letters they will see and use at nursery. Please do not use capital letters when helping your child to write except for the initial letter of their name.

Counting

Count with your child as you get him/her dressed, go up steps or shopping. Count shoes, buttons, plates etc., while laying the table. Touch objects as you count so that he/she learns to count one by one and not just by rote. Point out numbers when you see them. Look at shapes in the environment and talk about them. Play turn taking board games and matching games.



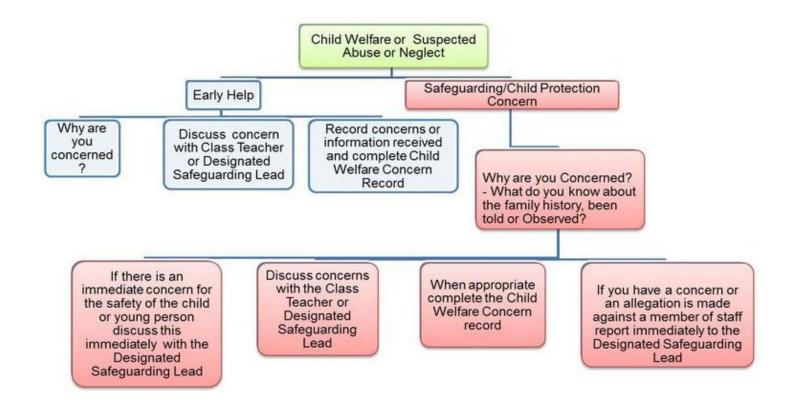


Our Policies and Procedures are available for parents and visitors to view at any time in the nursery reception area or they can be downloaded from our website www.minibeeschildcare.co.uk.



The welfare of all children in our care is supreme. Our rooms, equipment and garden are assessed several times a day; new activities or outings are also risk-assessed prior to engagement. In line with the statutory EYFS requirements, we practice Safe Recruitment including DBS checks.

We have two named Safeguarding Officers Mr Muhammad Zain Abbas and Nursery Manager. All practitioners are committed to keeping children safe, healthy and happy. Children are taught about good health, self-care and safety through example, stories, discussions and activities.



Communication

General letters are usually sent out by email or given by hand in the nursery, unless you opt out in which case you will receive a paper copy. The email address for Nursery is info@minibeeschildcare.co.uk

There will be other opportunities throughout the year for parents to come to visit Nursery. You will be notified about open days, open evenings and fun days when they occur. Our nursery official contact telephone number is: 0203 4755514 and website address is www.minibeeschildcare.co.uk

Complaints

Any concerns should be raised initially with your child's Key Person or Room Leader. If the matter is not resolved or you would like to speak to a member of our management team, this will be arranged as quickly as possible.

If you are dissatisfied with any aspect of our service, you can contact Ofsted, the regulators of early years' settings.

If you would like further information about Ofsted, you can visit their website at www.ofsted.gov.uk/parents

Policies and procedures

All policies and procedures are available on the nursery website. We strongly advise all parents and carers to familiarise themselves with the nursery policies

Photographs

The nursery will take a picture of yourself and your child so it can be displayed on our families' board.

Children's photos will be taken during activities, unless you instruct us not to use your child's photo for advertising purpose, we will use some pictures on the nursery website, Facebook and advertising documents.

Children's absence

If your child is going to be absence, you must inform the nursery by 9.30am. If your child is regularly of sick, we will require doctor's note or letter.

If your child has any long-term illness or conditions which will require the child to be away from nursery quite often, we will request you to being in hospital or doctor's letters so we can keep record on file. Also, any reports or feedback to given you by the doctors must be shared with us and a copy must be kept on file. This is an extra precaution we would take in case your child gets ill whilst at nursery.

Deposit

A deposit of £300.00 must be paid, when your child first starts at the nursery. The nursery will repay you the deposit by cheque on the last day of your child attending, or bank transfer within five working days of receiving the bank details in writing. The nursery will not repay your deposit back, if any of the following has occurred:

- Your child's place has been suspended due to non-payment or late payment of fees
- Your child's place has been suspended due to any aggressive or intimidating behaviour shown by either parent or carer
- Your child's place had been suspended due to racial or discrimination behaviour shown by either parent or carer
- Your child's place had been suspended due to foul language used by either parent or carer
- If you do not give the correct notice required notice period

Holidays

You are required to inform the nursery if your child is going to be away on holiday. All fess is payable during all holiday periods. The children doing funded 15/30 hours we will advise not to take holiday during term time. Your places may be withdrawn if you take holidays for 10 consecutive days without a valid reason and supporting documents. Privately fee-paying parents

Safeguarding & child protection

As childcare practitioners, we have a legal obligation to report any child we feel is being abused. However, if the nursery has concern's regarding your child, we will have a meeting with you first, we will express our concerns to you and give you the opportunity to discuss your concerns.

We will observe any child we feel is at risk or where a family might require support, we will share our observations with the parent.

The nursery has the right to make referral to child protection services without the consent if we feel the child is in immediate danger. Furthermore, if we feel that the family needs support, we can make the referral with the parent consent.



Our promises to you

As a nursery, we promised to you we will provided:

- Verbal and written feedback on all children
- A report on your child at end of every term to show you how your child is progressing
- Access to your child's development records
- Qualified and DBS checked staff working with your children
- 3 parent evenings / meetings a year
- We will involve all parents in our fun days, celebrations of festivals and fund-raising activities
- Request all parents regularly to provide feedback and see what you like about our setting and what we can do to improve
- Regular monthly newsletter to let parents know what is happening in the nursery
- Organise trips throughout the year
- To consult parents of any changes being made to the provision of childcare we provide

Ofsted Report

Our nursery had a pre-registration inspected by Ofsted and we received outstanding feedback during the visit – The next inspection is due within 30 months from the date of our registration. The report will be able on Ofsted website once published and can be accessed by visiting http://www.ofsted.gov.uk then go to Inspection Reports and Search, using the postcode E8 3SD.

Famly Application

We use Famly App (an online system) to recording your child's learning journey at Mini Bees and for you to pass on messages to your child's keyperson through the parent's app.

Famly is a mobile application and a website which can be accessed on a computer or laptop and on any Apple or Android device such as a tablet or smart phone. By using 'Famly' every child at Mini Bees will have their own individual learning journal. You will be able to access your child's journal by logging on with a secure username and password. Parents are only able to view their own child's journal and all information is stored on a highly secure server, which is monitored closely.

Instead of using the old paper book style way of recording, we will be able to instantly upload photos, videos and observations of your child. You get an alert through the app that something new has been added to your child's Learning Journal. By logging in, you can view what your child has been up to. A massive advantage of this system is that you can instantly add your own comments to entries and can show your child's online book to members of the family who would not usually be able to attend parent stay & play and reading sessions.

Famly allows you, as your child's primary educator, to add observations and photographs of your own as well as share your comments. We love to hear about learning and WOW moments from home to share with your child in Poppets. You will also be able to share the activities that your child has particularly enjoyed with the keyperson.

The safeguarding of our children is especially important to us. Everything that is added to Famly will be added to our nursery account and can only be viewed by nursery staff that use the system, and yourself, using your own login details. You will only have access to your child's own book, and this cannot be seen by other parents. Also, it is crucial that you do not share photos or videos from your child's book on social media or through other online platforms. Any incidents where this confidentiality is breached will be dealt with very seriously and will result in your access to the system being withdrawn.

You can also find more information on how to access the app in the next page. We would also like to signpost you to Famly weblink for more information: https://help.famly.co/en/collections/2776807-help-centre-for-parents. E-safety is extremely important to us; therefore, we ask you to fill the form in the end and sign the agreement to show that you have read, understood, and agree with our guidelines.

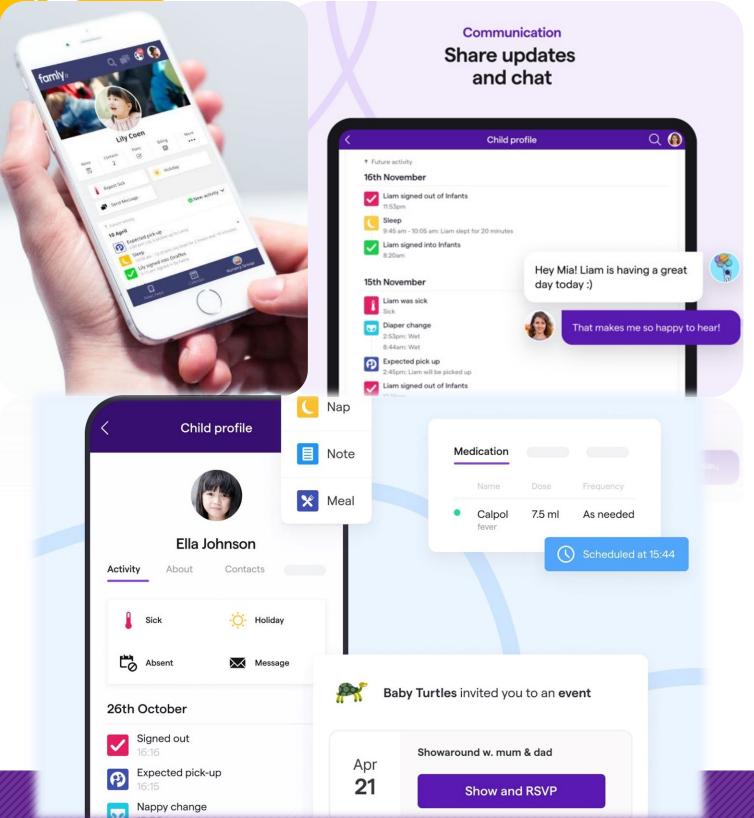
If you have any further questions, please do not hesitate to contact us.

Kind regards,

Mini Bees

Famly Application





Annual Calendar



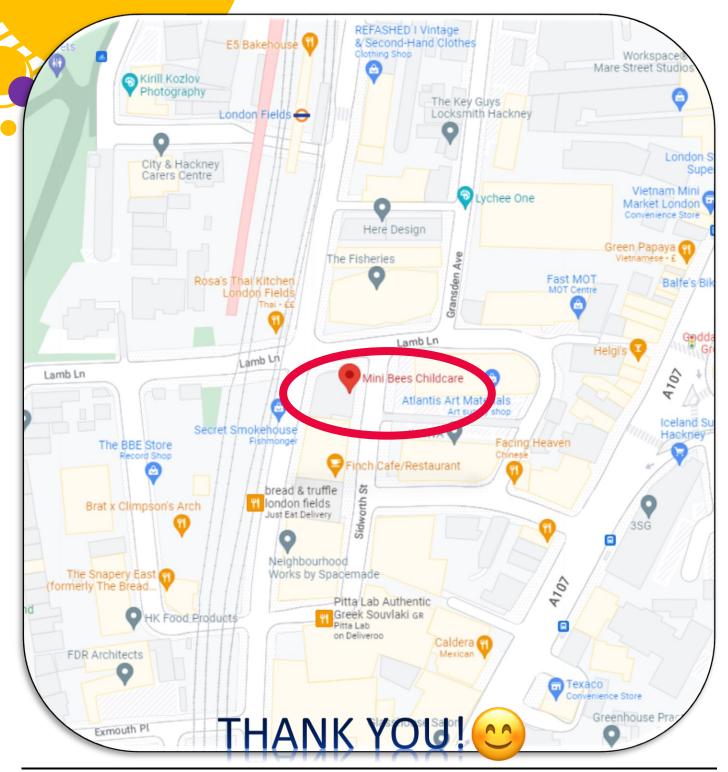
Annual Calendar

Close for all children (funded Children Only Children Only Children Only Children Parents presence Party Photo

								&	private)		Children Only		Conference		Parent's presence		Party		Pho	to					
												2022	2												
2022	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August	1	2	3	4	5	5 8 9 10 11 12 15 Summer Holidays						16	17 18 19 22					23 24 25 26				30 Summer	31 Holidays		
September				1 Inset Closed	2 Aut 1 1st day	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29 Stay & Play	30
October	3	4	5	6	7	10	11	12 British Tea Party	13	14	17	18	19	20	21 Diwali Lights	24	25 Ha	26 olf term holid	27 days	28	31 Inset Closed				
November		1 Aut 2 1st day	2	3	4	7	8 Guru Nanak's Birthday	9	10	11	14	15	16	17	18	21	22	23	24	25		29 rent Confere			
December				1 Parent Co	2 onference	5	6	7	8	9	12	13	14	15 Christmas Dinner	16 Inset day Closed	19	20	21 hristmas Bro	22 eak	23	26		28 hristmas Bro nas Holidays		30
2023																									
2023	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
January		3 as Break - Closed	4 Inset Closed	5 Spring 1 1st day	6	9	10	11	12	13	16	17	18	19	20	23	24	25	Parent Reading Session		30	31			
February			1	2	3	6	7	8	9	10 Spring 1 Last d.	13	14 Ha	15 olf term holic	16 lays	17	20 Inset Closed	21 Spri. 2 1st day	22	23	24	27	28			
March			1	World Book Day	3	6	7	8	9	10	13	14 Par	15 rent Confere	16 nce	17	20 Mother's Day	21	22	23	24	27	28	29 Easter Egg Hunt	30 Spr. 2 Last d.	31 Inset day Closed
April	3	4 Easter i	5 Holidays	6	7 Good Fri Closed	10 Easter Closed	11	12 Easter H	13 Iolidays	14	17 Inset Closed	18 Sum 1 1st day	19	20 Eid Party	21 Eid Holiday	24 Eid Party	25	26	27	28					
May	May Day Closed	2	3	4	5	8	9	10	11	12	15	16	17	Parent Reading Session	19	22	23	24	25	26	29 Bank H Closed	30 Half term	31 holidays		
June				1 Half tern	2 n holidays	5 Inset Closed	6 Sum 2 1st Day	7	8	9	12	13	14	15	16 Graduation Photo	19 Father's Day	20	21	22	23	26	27	28	29 Eid Holiday	30
July	3 Eld Party	4	5	6	7	10	11 Pare	12 ent Conferer	13 nce	14	17	18	19 Beach Trip Closed	20	21 Inset Closed	24	25	26 Summre	27 e Holidays	28	31				
August		1	2	3	4	7	8	9	10	11 Su	14 mmer Holida	15 ays	16	17	18	21	22	23	24	25	28 Bank H Closed	29 St	30 mmer Holid	31 ays	

August		Summer Holdsys																Summer Halidays						
	I	2	3	4	7	8	9	10	11	34	15	16	1.7	18	21	22	23	24	25	28	29	30	31	
													Closed											
July	4	5	6	7			12	13	14	17	18	19 Beach Trip	20		24	25	26	27	28	31				

How to find us?



Mini Bees Childcare

Address: 1 - 9 Sidworth Street, Hackney, E8 3SD

Web: www.minibeeschildcare.co.uk, Email: info@minibeeschildcare.co.uk

Tel: 0203 4755514