

Goldsmiths Nursery Prospectus

2021/2022

CONTACT DETAILS

Karen Roe (Nursery Manager)
Goldsmiths Nursery
30 Lewisham Way
New Cross
London
SE14 6NW

E: karen.roe@goldsmithssu.org
T: 020 7919 7111
www.goldsmithssu.org

We are a small nursery for children aged between three months and five years. The nursery is managed by Goldsmiths Students' Union. The nursery staff are highly qualified and extremely experienced in early years practice. We are open from 8.30am to 5.30pm from Monday to Friday. The nursery is open for 44 weeks per year, closing for two weeks over Christmas and Easter and for four weeks during August.

PLAYROOMS

The nursery has a sunshine room for children from nine months old, a caterpillar room for children aged eighteen months+ and a pre-school room (butterfly room) for children aged rising three to school age.

EDUCATION

We believe that children learn best through play, by experimenting, experiencing, using imagination and investigation through quality provision.

The nursery adheres to the Early Year Foundation Stage Framework (EYFS), and we are regulated and inspected by Ofsted. The framework sets standards for learning and development and care provision for children from birth to five. The EYFS framework promotes four main themes, they are: A Unique Child, Positive Relationships, Enabling Environment and Learning and Development. The four guiding themes work together to underpin good practice in the delivery of the EYFS. The EYFS incorporates seven learning areas within it that staff observe, plan and assess activities around in order to promote children's individual learning and development.

The children learn and play (in accordance with the EYFS framework), indoors and outdoors.

SPECIAL EDUCATIONAL NEEDS and DISABILITIES

If your child has additional educational needs please discuss these with the Nursery Manager at the time of applying for a place. Our policy is to accept children with additional needs if we possibly can accommodate for them.

[Further information available in our special educational needs policy.](#)

KEY PERSON SYSTEM

Your child will be appointed a Key Person when he/ she joins. This person will take overall responsibility for settling your child into the nursery and will build up a strong and sustainable relationship with your child. They will keep records on your child in order to track their learning and development throughout their time at the nursery. A summary of your child's progress will be passed on to their school and a copy given to you, as the parent. Every term you will be given the opportunity to meet with your child's Key Person to discuss their development. You will receive a termly report detailing your child's progress. We will invite you to contribute to the report so that we can build up a holistic view of your child.

MEAL TIMES

Babies are required to bring in a packed lunch and tea. We provide fresh, nutritious, vegetarian food at the nursery for children from eighteen months old at lunchtime and children will be required to bring in a snack for tea. Lunch is provided by a local restaurant. We provide children with drinks of water and milk throughout the day. Children will be given a small health snack daily (e.g. fresh fruit), kindly donated by parents.

FEES

Staff, student, community users (a 5% discount is offered to full time users and to younger siblings). Fees from September 2021 are £79 per day for student users and £81 per day for staff and community users. Fees are only payable during our 44 weeks of opening. No retainers are charged during any holiday periods.

The government runs a tax-free childcare scheme which offers eligible working parents a 20% reduction in costs. Please visit: www.gov.uk/tax-free-childcare for more information. If you are a student and require financial information on assistance with childcare costs then please contact the Goldsmiths Student Support team and speak to the student funding department. Fees are invoiced before the start of each month and are payable in receipt of each invoice. Children over three years are eligible for the entitlement of 15 hours of free nursery provision per week. The reduction applies from the start of the term following your child's birthday.

SAFEGUARDING CHILDREN

The Children Act 2004 and the Child Care Act 2006 highlight five positive outcomes for children:

1. Being healthy
2. Staying safe
3. Enjoying and achieving
4. Making a positive contribution
5. Achieving economic well-being

The nursery is committed to safeguarding children by promoting their welfare, in relation to the five outcomes. All nursery staff strive to be vigilant and proactive in recognising and responding to child abuse to ensure that the risk of harm to children's welfare is minimised. It is the responsibility of all nursery stakeholders to safeguard all children in our care, including those who are 'in need' or at risk of harm.

PARENT PARTNERSHIP

We have an open-door policy at the nursery whereby you are welcome to talk to staff on a daily basis concerning any issues about your child or the nursery. We hold regular parents' forums to raise any general concerns, queries and for sharing ideas and information. We welcome parents into nursery if they have any valuable contributions, for example, skills or experiences to share with the children. We also rely on parental support with fundraising events and help on some outings.

APPLICATION AND ADMISSION

As soon as we receive your completed on-line application form, and your £100 deposit, your child's name will be placed on the waiting list. The nursery require you to apply for a minimum of two days childcare. Two days or more attendance gives children consistency and enables them to settle with more ease.

We aim to contact you in May to inform you as to whether your child has a place for September. You will be contacted via email.

If you are offered a place then acceptance is required in writing along. Fees are payable in advance to secure your place. Once you have accepted a nursery place we will arrange a mutually convenient time for you to meet with your child's prospective Key Person. The induction meeting will be held during your child's settling in period.

If you are not offered a place you have the option of withdrawing your child's name from the waiting list or remaining on the list until you are offered a place. Your deposit will be returned if you are removed from the waiting list.

Please ensure that you notify the nursery if you change address or email. If we do not have a correct email address to contact you on at the time of offering places we will remove your child's name from the waiting list. The waiting list operates on a first-come-first-served basis with priority given to those parents who already have a child attending the nursery.

If you have any queries regarding any of this information, please contact Karen Roe, Nursery Manager on 020 7919 7111, alternatively email karen.roe@goldsmithssu.org.

