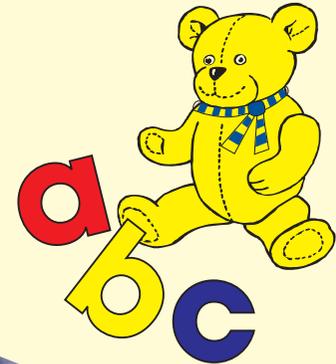


The contact details for the Principal and Ofsted are:

Carol Talbot  
Bluebell Nursery School  
Bluebell Studios  
Heathfield Road  
Liverpool  
L15 9EU  
carol@bluebellstudios.co.uk

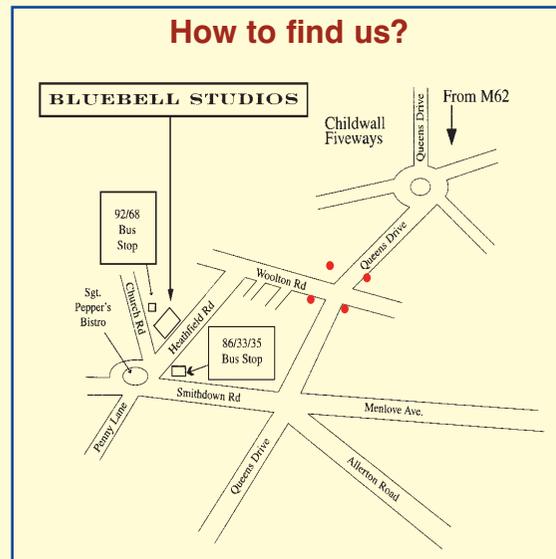
Ofsted  
Royal Exchange Buildings  
St Ann's Square  
Manchester  
M2 7LA  
08456 40 40 40  
enquiries@ofsted.gov.uk



## Why we do this

We thrive and enjoy sharing in your children's achievements and find fulfillment in watching them grow to become independent and confident children. As an established Nursery school since 1990 we welcome and value your help and interaction.

## Why not call in and visit us?



Principal:  
**Carol Ernestine Talbot**  
BA AISTD ARAD

Where your happiness and  
education come first

Principal: Carol Ernestine Talbot BA AISTD ARAD  
**Early Years Professional Status**

## **“An Excellent Nursery”**

said the Office for Standards in Education (OFSTED) when they came to see us.

## **Who we are**

Carol Talbot is the Principal of Bluebell Nursery School, she holds **Early Years Professional Status** and is a post graduate teacher. Bluebell Nursery School has been established since 1990, during this time Carol has led a team of highly motivated and qualified staff who are passionate about delivering high quality child care and education.



Our practitioners provide a loving and caring environment in which your child is nurtured to develop and grow.

We encourage confidence in individual ability and develop self discipline from firmness, fairness and love. Staff training at Bluebell is a priority; our staff have daily meetings to discuss observations and planning for individual children and also have special inset days each term. Most of the trainees who start their career at Bluebell Nursery stay with us for full time work, we also have a very low staff turnover.

### **Opening Times**

Bluebell Nursery is open from 7.30am – 5.30pm Monday to Friday excluding bank holidays and we only close for one week at Christmas. We have places for 35 children from the age of six months up to the age of 5 years, and also offer breakfast club and after school club for children up to 10 years of age.

## **“A Nursery School with a difference”**

We have an open door policy for all of our parents, you are welcome any time to come and see us. We do prefer to see prospective parents in the morning before lunch but can adapt to you.

### **Childcare vouchers**

We also accept childcare vouchers; these can be offered by your employer and can give huge savings on your tax and National Insurance contributions.

### **Child Tax Credit & Working Tax credit**

Child tax credit and working tax credit are designed to give extra financial support to families with children and working people on low incomes. Child tax credit is available to families who have an income of up to £58,000 per year (£60,000 if child under 1). Working Tax Credit provides extra help for parents who work in lower paid jobs with dependant children. If they work at least 16 hours per week the childcare element of the working tax credit can pay up to 70% of the cost of registered childcare. For more information ring HMRC 0845 300 3900 or go online to <http://taxcredits.gov.uk>

### **Fees**

For a full breakdown of our fees please read our fee schedule. It is our policy that all fees are paid in advance either weekly or monthly by cash, cheque or standing order.

### **Concerns and Complaints**

If you have any concerns or complaints about your child, or the care your child is receiving we want to know about it. Please do not hesitate to talk to a member of staff who will be only too happy to sit down and talk to you.

At Bluebell Nursery we aim to provide the best possible service to all of our children and their families. If you are not happy with something please, in the first instance talk to your child's key worker.



If you feel you need to take the matter further please call in and see the Nursery Manager, if you still have concerns the please write to the Principal and failing any resolution contact Ofsted.

# What is important to us?

## 'Share our dream'

Our commitment is for every child to develop their full potential regardless of background, culture, and ethnicity. We endorse full inclusion in our Nursery setting. We recognise that children are unique and through fostering positive relationships in a healthy and stimulating environment we believe they will develop and learn better. Through play, we stimulate our children in the following areas:



- Problem solving and Numeracy
- Communication, language and literacy
- Creative development
- Physical development
- Knowledge and understanding of the world
- Personal, Social and Emotional development.

We are constantly extending and developing the best resources possible for both indoor and outdoor learning and play.

## Nursery Vouchers, Grants and Tax credits

### Nursery Education Grant

All 3 and 4 year olds are entitled to free Nursery sessions through the Nursery Education Grant (NEG). These sessions are available the term after your child's third birthday, for more information please read the enclosed leaflet.

## Parents as Partners

We believe in listening to you as parents and offer many opportunities for parents and staff to come together to discuss children's education and learning. We have a full calendar of events for the year and actively encourage you to take part in as many events as possible. We feel that the development of your child and their happiness is a journey we take together.

## Policies and Procedures

We have a full policy folder that is available for parents to read at any time our policies include; medication policy, behavior management, fire policy, safeguarding, settling in policy, Admissions policy, Outings policy, Child collection policy etc. It is imperative you take time to read through them from time to time due to legislation changes.

## Settling In Policy

It is our policy to give a child a settling in period, as we want children to feel happy and safe in the absence of their parents, and enjoy new learning experiences. Each child is individual and is treated as such. Settling in for each child is different, to ensure your child settles in we will:

- Encourage parents to visit Nursery with their children in the weeks before an admission is planned.
- Introduce flexible admission procedures where appropriate to meet specific needs of a family or child.
- Explain to families from the beginning that they are fully supported in the Nursery for as long as it takes their child to settle.
- Encourage parents; where appropriate to separate from their child for brief periods at first and then build up to longer absences.



## Safeguarding (Child protection)

At Bluebell Nursery the safety and welfare of all children is of paramount importance to us. The staff are available at all times to listen to any concerns about your child or any other child in the nursery. At all times we practice confidentiality. If a child makes a disclosure to a member of staff, under the child protection guidelines, we have to take this seriously and will seek advice from other agencies.



## How we operate

The children are cared for in a family setting; we have one main Nursery room, a large indoor gym area where Kinder-ballet and Indoor Toddler Sports take place, a baby room, sensory area, outdoor play area and our rainbow room which is used for specific learning within peer groups (key worker groups).

The delivery of education is mainly child initiated. We follow the Early Years Foundation Stage Principles and offer a safe and stimulating learning environment. Each child has a specific key worker who is responsible for their learning and development.

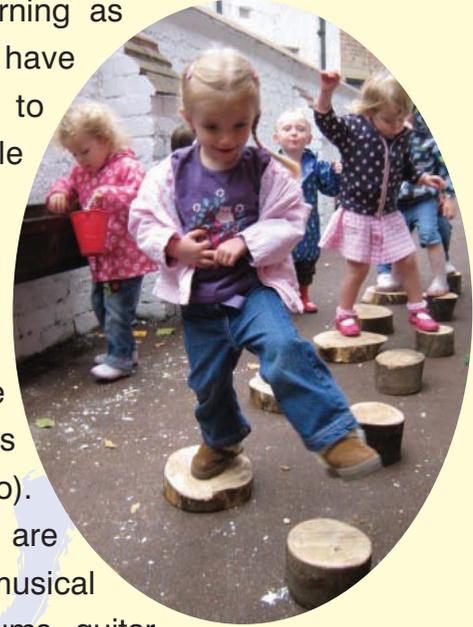
Children each have their own yellow folder which profiles learning milestones, achievements and developmental steps throughout their time at Nursery.

These yellow folders are available to all parents to view and add to at any time.



We also have a commitment to learning as much indoors as outdoors and have developed our outside play area to facilitate gardening, exploration, role play and physical development.

Throughout the week the children can also take part in; Kinder Ballet classes (the children are introduced to the discipline of ballet using familiar songs and stories accompanied by the piano). Boogie Babies sessions (the children are introduced to a host of different musical instruments including; saxophone, drums, guitar, piano, flute and many more, Indoor Toddler Sports (the children tackle assault courses, basketball, throwing and catching and other physical play).



## Security

The Nursery has safety coded locks on exterior doors and a secure sign in/sign out entry system. No child is allowed to leave with any person who can not be identified by the staff or who is not a nominated contact person (and can verify their password).

Visitors to the Nursery must sign in and out and are closely supervised for the duration of their stay. At no time will they be left unaccompanied with children.

