

Super Squirrels Room Policy

Organisation: The ratio for 2 year olds is 1 adult: maximum 5 children and no more than 20 children in the room at any one time. All children have a key person whom the child is familiar with and knows their routine. Records are kept up to date. All staff have relevant training and qualifications.

Transition: Children usually transition the term after they are 3 years. This, however, will be dependent on confidence, personal, social and emotional level, communication and language and physical development.

Sleeping: Children will sleep in our attached sleep room on firm, flat surfaces on sleep mats. Staff members will complete regular checks, every 5 minutes to ensure the safety of the children and note this down on our sleep record sheet (placed outside the sleep room door).

Care, Learning and Play: Child-led planning is implemented and reviewed regularly. We follow children's interests and follow the EYFS and Development Matters. All children interact with their key person throughout the day, which provides the child with a caring, safe, and stimulating environment from which they can explore.

Physical Environment: The Super Squirrels room is for children over 2 years. The child's key person will gradually bring in the children who will be moving through into the big room and introduce them to their new key person, who will do an activity that will interest the child.

Nappy Changing: Nappy changing facilities are provided which meet environmental health standards. All children's nappies are in the changing unit labelled or in the child's bag. Nappies are disposed of in the nappy bin which is kept in the children's toilets. Nappy changes take place in accordance with the child's individual needs and not part of the nursery routine. See Nappy Changing Policy and Procedure. Nappy Procedure is also laminated and up in the nappy changing area.

Equipment: All activities, toys and equipment are age appropriate and provide a varied range of learning opportunities and experiences both indoors and outdoors. There are toys and equipment which assist the children in developing mobility and continue to support their life experiences. Off the super squirrels room there is a sleep room, with a carpeted area with sleep mats for children to rest.

Safety: At the table there are appropriate child size chairs for the children to sit and eat or craft. At no times will the children be left unsupervised. A member of staff will go with children to the toilets so they are supervised. Sleeping children will be checked on frequently, this will be every 5 minutes minimum. The outside gate will have a lock on when children are playing in that area. The gate in-between the room and kitchen is to always be shut to ensure all the children are kept safe in the room.

Food and Drink: Eating takes place as part of nursery routine, unless otherwise asked for by parents. Children will be held whilst bottle feeding by their key person, unless it's not the parent's wish. The kitchen is used to prepare food and drink for the children, which also provides drinking water and facilities for the hygienic preparation of children's feeds. All of the children have a profile on Famly and are updated in accordance with nappy changes and feeds.

Partnership with Parents: Before a child is admitted into nursery, the parent/carer are asked to write down their child's routine. This will be done with the child's key person whom the manager will introduce. Be aware that the child's routine may differ slightly when in nursery but we will try to keep the child in the routine set by parents and if it is changed even slightly we will inform the parents on collection of their child. The daily system of exchange of information between parent/carer and key person (where possible) is a daily verbal contact to discuss any matters or worries regarding their child. Parents are free to look through their child's scrap book at any time. All observations and assessments are available for parental access on Family.