



A HOME-FROM-HOME SETTING · NOTTING HILL

Policies & Procedures for Parents

EVERYTHING YOU NEED TO KNOW, AT A GLANCE

"Play is the work of the child."

MARIA MONTESSORI

Our Approach & Daily Life



Our Vision & Mission

We blend Montessori philosophy with the EYFS to help every child become a confident, independent, life-long learner. Children learn through self-directed, hands-on play in an environment prepared to their level — feeling as safe, loved and secure as they would at home.

Learning & the EYFS

The EYFS covers **7 learning areas** (3 prime: Communication & Language, PSED, Physical; 4 specific: Literacy, Maths, Understanding the World, Expressive Art & Design).

- Under 3s are observed on the prime areas; over 3s on all 7
- We plan around each child's own interests

Daily Diary

Each child receives a daily diary of their care and learning, including:

- Photos are sent daily
- Two-year check reports
- Updates you share from home

Nature, Practical Life & Characteristics of Learning

Our garden, fruit trees and seasonal activities connect children to nature and to what they eat. We build independence through practical life skills — caring for self, the environment, grace & courtesy, and movement — and support the three characteristics of effective learning: **playing & exploring, active learning, and creating & critical thinking.**

Food & Snacks

Fresh, seasonal snacks (fruit, veg & water) morning and afternoon — children help choose and prepare their own. Please tell us about any allergies or dietary needs and keep this updated with us. One cup of milk is offered daily to under-5s, and we ask families to send in a healthy lunch and a labelled water bottle.

Starting With Us

- Settling visits let your key person get to know your child
- You'll complete an "About Your Child" form
- Observations begin from day one

Rest & Sleep

- Cosy sleep corner, checked constantly
- Individual sheets, washed frequently
- Routines matched to child & parent needs

Health, Safety & Wellbeing



Sun Care

- Sun hats worn at all times outside in the sun
- Written parental consent required for sun cream
- Please provide clearly labelled sun cream
- Applied before going out & reapplied through the day

Adverse Weather

- We stay open year-round wherever safely possible
- Parents contacted promptly if closure is ever needed
- Please provide seasonal clothing — waterproofs, boots, hats, gloves

Indoor & Outdoor Shoes

- Indoor shoes required in the building (parent-provided)
- Outdoor shoes/wellingtons required for the garden
- Shoes changed at the door each time

Immunisation & 2-Year Checks

- We strongly recommend vaccination per NHS schedule
- Please tell us your child's immunisation status
- A 2-year progress check is completed once settled

Physical Development

Children play outdoors in the garden, and we go to the local parks and on trips. Activities are adapted for every stage and need, including SEND, and we watch body temperature closely in hot or windy conditions.

Safeguarding & Data Protection

We take safeguarding and children's welfare very seriously. Reports, plans, assessments and photographs are never shared outside the setting without your consent. All staff hold enhanced DBS checks and safeguarding training.

Accidents, Illness & Emergencies

- Two fully stocked first aid boxes on site at all times
- All accidents logged in our accident book; you're informed the same day
- Ofsted notified within 14 days of any serious accident, illness or incident
- Smoke alarms throughout; regular fire drills; assembly point opposite Lonsdale Road
- Children with hand, foot and mouth disease must remain at home for 48 hours
- Chickenpox requires keeping your child off until all lesions have dried — typically 5 days from the start of the rash
- The 48-hour rule applies for diarrhoea and vomiting

Behaviour, Values & Good to Know



Managing Behaviour

We create a positive, respectful atmosphere with clear, consistent boundaries. Our staff act calmly to acknowledge feelings, resolve conflict, and help children reflect and self-regulate.

- No dummies used to manage behaviour, no raised voices, no physical punishment
- Calm-down time offered in a quiet, safe corner when needed
- Parents are always informed and involved in supporting their child

Promoting British Values

Through daily life we nurture **democracy** (children's voice & golden rules), **the rule of law** (fair, consistent expectations), **individual liberty** (safe choice & self-confidence), and **mutual respect & tolerance** of all faiths, cultures and backgrounds.

Outings

- Written parental permission always sought
- Full risk assessment before every outing
- First aid kit & charged phone always carried
- Regular headcounts throughout

Smoking, Alcohol & Drugs

- Smoke-free site, indoors and outdoors, including e-cigarettes
- No alcohol permitted on the premises
- Zero tolerance for drugs affecting anyone's ability to care for children

What to Bring — Checklist

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| ● Labelled indoor shoes | ● Labelled water bottle |
| ● Labelled outdoor shoes/wellingtons | ● Sun hat & labelled sun cream (summer) |
| ● Weather-appropriate clothing | ● Spare clothes as needed |

Keeping in Touch

Please keep your mobile number and email address up to date with us at all times, so we can reach you quickly for daily updates or in an emergency.