



Statement of Purpose

Ribbons Preschool in Dinas Powys offers a preschool term-time wrap-around service for boys and girls aged 3-4 and a holiday camp service for boys and girls aged 3-7 through the medium of English, whilst also supporting the development of bilingualism and promoting the use of Welsh through daily use of incidental Welsh and Welsh language learning activities in our setting. This service will include a wrap-around sessional service during term-time, and a full-day holiday club service during school holidays. We provide a safe, creative and engaging learning environment aimed at promoting the learners' independence, confidence and curiosity. Ribbons Preschool will be a place for children to grow, learn and play. We use the Foundation Phase and the Four Core Purposes to facilitate an arena of enhanced and continuous provision alongside carefully planned, child-led activities that will inspire and engage our pupils and meet all their academic and developmental needs in order to enable them to reach their full potential and develop life-long learning skills.

At Ribbons Preschool we are committed to the inclusion of all children. All children have the right to be cared for and educated to develop to their full potential alongside each other through positive experiences, to enable them to share opportunities and experiences and develop and learn from each other. We provide a positive and welcoming environment where children are supported according to their individual needs and we work hard to ensure no children are discriminated against or put at a disadvantage as a consequence of their needs.

We believe that all children have a right to experience and develop alongside their peers no matter what their individual needs. Each child's needs are unique, therefore any attempt to categorise children is inappropriate.

We are committed to working alongside parents in the provision for their child's individual needs to enable us to help the child to develop to their full potential. We are committed to working with any child who has a specific need and/or disability and making reasonable adjustments to enable every child to make full use of the preschool's facilities. All children have a right to a broad and well-balanced early learning environment. Further information can be found in our ALN and inclusion policy on our website.

During Term-time the preschool will be open Monday to Friday from 7:50am until 5:45pm, in line with the Vale of Glamorgan's term dates. During these hours we will run two separate sessions 7:50am to 12:50 and 11:40 to 5:45pm for children aged between 3 and 4, children may attend only one of these sessions each day. Each session will include a healthy breakfast or tea (depending on which session the children attend), healthy snack provided by the preschool, and a session to eat lunch which will be provided in the form of a packed lunch by parents (facilities to warm up foods due to dietary requirements will be available upon request). Each session will also include a daily drop off or collection service (depending on which session the child is attending) to a number of local schools depending on parental demand. Some of these may require use of a company vehicle which will be fully insured

and comply with all necessary legislation. From 3:30pm to 5:45pm children aged 3-7 will also be able to attend the session in order to meet the needs of working parents.

During school holidays the preschool will be open Monday to Friday from 8:00am until 4:30pm for children aged 3-7, in line with the Vale of Glamorgan's school holiday dates. During these hours we will run a full day session and children must attend the whole of the session. Each session will include a healthy breakfast and tea, healthy snack provided by the preschool, and a session to eat lunch which will be provided in the form of a packed lunch by parents (facilities to warm up foods due to dietary requirements will be available upon request). During these sessions we may carry out local area visits, as well as planned excursions. Some of these may require use of public transport, which will be fully risk assessed beforehand, or a company vehicle which will be fully insured and comply with all necessary legislation.

Childcare fees are payable monthly in advance on the 28th of each month by either BACS or, following agreement by both parties, cash and are non-refundable in the event of your child's absence.

If you require changes to your child's attendance which occur part way through a month the fees will be calculated on a daily rate for that month.

We are able to provide some flexibility with fees, please contact the preschool manager to chat about your individual needs.

If you wish to decrease your child's attendance, we require one month's written notice.

A non-refundable registration fee deposit of £50.00 is charged when a place is booked at the preschool. This will be deducted from your final month's fees provided one month's written notice has been given.

The preschool offers a 10% discount for siblings. The discount will be applied to the lowest invoiced fees and will only apply to regular sessions. Extra sessions and other charges will not qualify for discount.

Parents must inform the preschool by 9am for morning sessions and by 1:30pm for afternoon sessions if their child is not attending the preschool that day, otherwise the preschool will assume a problem exists and will make all efforts to contact the parent/carer and or emergency contacts. If contact cannot be made by the preschool by 24 hours the local Area Child Protection Unit will be contacted for advice.

Your child must be collected by the end of their session. An additional fee of £10.00 for every 15 minutes or part thereof will be charged in the event of late collection.

Ribbons preschool will accommodate a maximum of 50 children age 3-7 (aged 3-4 during term-time and aged 3-7 during school holidays) at any one time. The staffing ratios which will operate within the preschool are 1:8 which is in line with the government regulations for children aged 3-7 years.

The registered responsible individual is Kate Watkins, who is a fully qualified Primary School Teacher specialised in The Foundation Phase. Her experience of working with children is longstanding and wide.

All staff have full Disclosure Barring Service (DBS), and hold all relevant childcare and education qualifications. Our manager is fully trained in Paediatric First Aid, with the view to have all staff fully trained within the first year of operation.

All staff have a desire and enthusiasm for child-centred learning and endeavour to promote this ethos throughout the preschool.

Kate Watkins – Responsible Individual/Company Director/Teacher

PGCE Primary, Masters in Early Years Educational Practice.

Kate is a qualified primary school teacher, specialised in The Foundation Phase and Literacy. She has a comprehensive knowledge and understanding of experiential learning and the development of pre-school children. From twelve years of teaching experience has gained Kate the benefit of empathy with children and their ever-changing needs. Kate is a true ambassador of learning through play and will ensure her pupils are given opportunities to access a full range of educational experiences.

Jo Watkins - Company Director/Teacher/ Manager/Person in Charge

BA (Hons) Education, PGCE Primary and Music.

Jo is also a qualified primary school teacher who has experience of teaching children of all ages and cultural backgrounds. Her experience of teaching in a variety of countries and cultures has enabled her to develop different teaching techniques. Jo's love for music and creative approaches ensure the children she teaches have the opportunities to explore and learn through different platforms and creative mediums.

Vikki Pockock– Deputy Supervisor/ Deputy Person in charge

BA Honours in Primary Education Studies– NVQ Level 3 in Childcare

Vikki has over ten years' experience working within childcare settings. She is an enthusiastic, confident practitioner who will ensure all children at Ribbons are immersed in the highest of learning environments. Vikki has trained and worked in the Vale of Glamorgan for the last decade. Her hard work and focused attitude make Ribbons Preschool a calm and happy place for learners and team members alike.

This is our current management team, which we look forward to expanding as staffing ratios require.

At Ribbons Preschool pupils will be active and motivated, both independently, through group work and adult supported activities. Co-created by two primary school teachers we at Ribbons endeavour to deliver only the best for our pupils. They will have access to a variety of provision both in and outdoor, which whilst encompasses within a learning environment that is safe and providing.

Ribbons Preschool is within a purpose built one storey building which includes a large main room separated into eight specific learning areas. These are as follows: Cooking area; Reading area; Construction area (including loose parts); Creative area; Water and sand play

area; Block play area; Mark making area; and Role-play area. As well as these eight areas we have three small rooms. The first of which will be used as a sensory room for children to explore different materials and will include items such as bubble lamps, light tables etc. The second of which will be a quiet room to carry out activities such as story time, phonics and counting activities. The third room will be a music room and will be used for group singing and will include a variety of different musical instruments for the children to explore. As well these inside areas we also have a large outside area that the children will have free access to throughout the day. This area will include a mud kitchen, a sand pit, a water area, tuff trays, planters and a bug hotel. This area is securely fenced and gated. The children are supervised at all times. Children will always be supervised when accessing these areas. The setting is only entered through a secure access door entry.

A typical day at Ribbons Preschool will include activities such as, cooking, singing, mark making, numeracy and craft. Alongside all this the children will have access to enhance the provision in our established learning areas. The enhanced provision will incorporate themes from the topic being covered at the time, for example, during a spring topic plants such as daffodils will be placed in the creative area to allow children to investigate them and use different materials to represent them creatively.

A typical morning routine at preschool during term-time for our children includes:

7:50am: Self -registration
8:00am: Breakfast
8:45am: Welcome time
9:00am: Planned activities/enhanced provision
10:30am: Snack
11:00am: Planned activities/enhanced provision
11:40am: Singing and story time
11:50am: Dinner and play
12:50pm: Home/school

A typical day routine during school holidays at preschool for our children includes:

8:00am: Self -registration
8:15am: Breakfast
9:00am: Welcome time
9:15am: Planned activities/enhanced provision
10:30am: Snack
11:00am: Planned activities/enhanced provision
11:45am: Story time
12:00pm: Dinner and play
1:00pm: Singing
1:15pm: Planned activities/enhanced provision
2:30pm: Snack
3:00pm: Planned activities/enhanced provision
4:00pm: Story time
4:30pm: Home time

We operate an inclusion and equality policy and ensure that all children have access to preschool places and services irrespective of their gender, race, disability, religion or belief or sexual orientation of parents.

Prior to a child attending our preschool, parents will usually be invited in for a tour of the premises which will be conducted by one of the management team. Parents are encouraged to ask as many questions as they wish so that they feel they are as prepared as possible for their child to join our setting.

Once the decision to attend, parents must complete and sign a contract and registration form and pay a deposit of £50.00 to cover administration costs and hold their place during registration. We will then discuss with the parents their desired starting date, and organise settling in sessions (free of charge) prior to this date.

These forms provide the preschool with personal details relating to the child. For example, name, date of birth, address, emergency contact details, parental responsibilities, dietary requirements, collection arrangements, fees and sessions, contact details for parents, doctor's contact details, health visitor contact details, allergies, parental consent and vaccinations etc.

The preschool operates a waiting list. Parents will be offered a placement as the place arises. If this place is refused or deferred, families will move to the bottom of the waiting list. Deposits are non-refundable if families do not take the place that is offered to them once available. Please refer to our Admissions policy which can be found on our website for full details.

The preschool contact details are as follows:

Website: www.ribbonspreschool.com

Email: ribbonsprechool@gmail.com

Tel: 02920512838

In writing: Ribbons Preschool, 75 Cardiff Road, Dinas Powys CF64 4JT

At Ribbons Preschool we believe that parents are entitled to expect courtesy and prompt, careful attention to their individual needs and wishes. We hope that at all times parents are happy with the service provided and we encourage parents to voice their appreciation to the staff concerned.

We record all complaints and share these with staff, if parents feel a complaint cannot be dealt with at this level please refer to our complaints policy, which can be found on our website, for further advice. The CIW are keen to hear from our users about their experiences and any concerns that they may have in regards to our preschool. However, it is not a complaints agency, and cannot deal with complaints linked to individual circumstances. If they are not able to deal with your particular complaint, they will direct you to the organisation best placed to help you. They can be contacted through:

Website: <https://careinspectorate.wales/>

Email: CIW@gov.wales

Telephone: 0300 790 0126

In writing: Care Inspectorate Wales

Welsh Government office Sarn Mynach

Llandudno Junction

LL31 9RZ

In the event of illness, accident or emergency we will act on the parents' behalf and take such action as we consider appropriate. This may include taking your child from the preschool to seek medical attention. Every effort will be made to contact parents in all cases of emergencies. Further information can be found in the following policies on our website: Lost/Missing children policy; Medication policy; Fire procedure policy and Child protection policy.

The quality of care, statement of purpose and policies and procedures will be reviewed at least annually. The views of relevant children; the parents of relevant children; a local authority arranging for day care for a relevant child; and/or persons employed to look after relevant children will be obtained on the quality of care provided as part of any review undertaken. The CIW will be informed of any changes to the service immediately.

We do not currently keep any animals at Ribbons Preschool but on occasion we may have chicks at the preschool, and in the future we may have small pets such as hamsters, guinea pigs or rabbits. We believe that providing the children with the opportunity to be involved in caring for a pet, the egg incubation process and enabling them to observe the chicks hatching promotes the development of personal, social and emotional skills. The eggs or pet will be contained in an incubator or cage in the quiet room and the children do not touch the eggs. The pet, or chicks once hatched will then be contained in a large box (or cage where the pet is concerned) in a place that enables the children to feed and observe them with adult supervision and so that they do not pose any risk to the child.