

LX DAY NURSERY BRIGHT FROM THE START

The Nursery with a Difference

LX Day Nursery Welcomes
You and Your Child
we're glad you chose Us.





LX DAY NURSERY STAFF LIST

MANAGER – MAXINE McCLOUGHLIN

DEPUTY MANAGER – JENNY GIBSON

BABY ROOM (0-2 YRS)

JENNY GIBSON

CLAIRE POWER

LYNDSAY McNIECE

TODDLER ROOM (2-3 YEARS)

SINEAD FEERICK

LAUREN McCALL

PRE-SCHOOL ROOM (3-4 YEARS)

MARIA MONAGHAN

MAEVE McQUILLAN

PLEASE NOTE

**YOU ARE WELCOME TO TALK TO ANY MEMBER OF STAFF ABOUT ANYTHING;
WE WILL ALWAYS MAKE TIME FOR YOU AND ARE HAPPY TO HELP OUR
PARENTS/CARERS.**



COMMENTS AND COMPLAINTS

Here at LX Day Nursery we take our practice and care that we provide to children, parents and families very seriously.

We aim to maintain a high standard of service and professionalism at all times. Part of our professionalism is being able to critically reflect and evaluate on our services.

We wholeheartedly believe that any comments or complaints that may arise will help management and staff ensure that the views and opinions are reflected with the aim of maintaining and further developing the standards and quality of our childcare service. All complaints are dealt with promptly and effectively.

Positive feedback is also welcomed and important in assisting LX Day Nursery to demonstrate the value of our childcare facility. We encourage parents to help both formally and informally at all times and appreciate any comments or suggestions that you provide us with.

Positive feedback in the form of comment slips, thank you cards and letters will be displayed within the building and are highly valued and appreciated by the staff.

LX Day Nursery



FOOD

We work in partnership with parents to ensure that any dietary requirements of children which arise from their medical, religious or cultural needs are met. We help children learn about a range of foods, and of cultural approaches to mealtimes and eating, and to respect the differences amongst them.

FOOD CATERING BY MOON & SPOON

“We are a unique catering service dedicated to providing nurseries across Ireland with delicious dishes packed full of nutritious superfoods, created an experienced chef, our dishes pass the taste test every time”
www.moonandspoon.com



“Using a mix of fun names, aromas, textures and flavours we appeal specifically to children’s senses. Because our menu is entirely balanced it helps children develop excellent dietary habits from a very early age.”

At LX Day Nursery we will provide a weekly menu in the front hall so you as parents and guardians can see what your children will be enjoying for the week.

MEAL AND SNACK TIMES

Breakfast – 8.00am – 9.00am

Morning snack – 9.45am – 10.00am

Lunch time (Moon & Spoon) – 11.00am – 12.00pm

Afternoon snack – 3.00pm – 3.30pm



HOME / NURSERY AGREEMENT

“Whilst your child/children attend LX Day Nursery we want them to be very happy, settled, stimulated, confident and able to reach their full potential”

We will ensure that

- **Your child is in a safe, happy and stimulating environment at all times**
- **You are involved in every aspect of your child’s care.**
- **You will receive daily feedback of your child’s day (what they did, enjoyed)**
- **You will receive written reports of your child’s progress, observations (if agreed)**
- **We keep you informed with regular newsletters and upcoming events.**

We ask that you

- **Send your child to nursery as regularly as possible to help them settle and bond with our staff team.**
- **Ensure your child is collected on time - Morning session 1.00pm, afternoon/all-day session 6.00pm, and by a known adult.**
- **When possible inform the Day Nursery before 10.30 am if your child cannot attend – Mobile 07761019709 – Landline – 02890 602 776**
- **Inform us of any worries and concerns, we will help or work with you to resolve these.**
- **Label your child’s belongings to avoid mix ups!**
- **Pay your fees promptly, not allowing arrears to accumulate.**

*****Please notify us immediately of any changes in home life circumstances, addresses or telephone numbers.**

LX Day Nursery



A TYPICAL DAY AT LX DAY NURSERY

Each room has a different routine according to the individual needs of that group of children and is unique.....

But here's a selection of what your child will get up to!

FREE PLAY **GYM TIME**
BUSY MESSY TIME **PUZZLES**
OUTSIDE PLAY
LUNCH TIME
STORY AND SONG TIME **MOVEMENT**
TABLE TOP ACTIVITIES **TEETH BRUSHING**
SNACK TIME
DANCE **QUIET TIME**

BRIGHT FROM THE START

LX DAY NURSERY



BABIES – 0-2 YEARS

What you need to provide

Nappies – you will need to bring in enough nappies and wipes for your child each day, and any nappy creams your child may have. It may be easier to provide these in a large pack as this will ensure your child does not run out (parent preference)

Food/Milk – Formula or breast milk can be stored as required. (If your child uses their own bottle or cup they must be clearly labelled) Blue milk is provided by LX Day Nursery.

Cooked meals are included in your fees and will be mashed/pureed as appropriate to the age and stage of each child.

****Please let key worker know of any special dietary requirements****

Clothes – A spare set of clothes to stay in a box at LX Day Nursery.

Comforts – Any comforter your baby may have during the day e.g. special teddy/blanket/taggies. If your child takes a dummy we ask that you leave a spare with us (we provide a box for each baby clearly labelled)

Sleep – Your baby will be allocated a cot/sleep mat each day (clean bedding). Sleep patterns and times will be discussed with each parent upon settling.

*****Please let keyworker know of any sleep time changes we are happy to work with you *****



ACCIDENTS AND INCIDENTS

We try to minimise accidents as much as we can but unfortunately accidents do happen sometimes at Nursery.

All accidents are recorded in an accident book which describes the nature of the accident, where it happened, any treatment the child needed had how your child was.

You will be fully informed, shown the form and asked to sign it when you collect your child at the end of their day, the person who dealt with the accident and the nursery manager in charge at that time will also sign.

You will be given a copy to take home; a copy will be kept in your child's file and a copy in the accident book (3 copies)

In the event of a serious accident taking place we will contact you immediately to advise you of the event and what action has been taken.

Any incidents will also be recorded and if two children have been involved in an incident causing injury e.g. biting or hitting, both parents will be informed but the names of the other child kept confidential. Each incident form will detail the nature of the incident, where it happened and any further action taken. A copy will be given to you to take home.

****Each room has a separate incident and accident book ****



COLLECTION PROCEDURES

- Staff must be notified if there are changes as to who will be collecting the child.
- If staff have not been informed and do not know the person collecting the child, parents will be telephoned to confirm their identity. Photographic identification must be produced.
- Parents are advised that our opening times are strictly 8.00am – 6.00pm; we are not insured or registered to have children on the premises out of these hours. In the event of a parent being late to collect their child, two staff will remain in the nursery reassuring the child and providing activities. A member of staff will contact the child's parents or nearest relative. In the unlikely event that parents or relatives do not arrive within a reasonable time frame (1 hr), staff will contact the duty social worker.
- Parents will be charged a late collection fee of £10 for every 15 minutes late or part thereof.
- No one under the age of 18yrs will be permitted to collect any child from our care. If this happens, the parent / carer will be informed and the child will remain in our care until the appropriate person has arrived.
- Only children aged 0-5 yrs. who are registered to be on the premises can attend the nursery.
- In the event of a change of circumstances with parents i.e. separation or divorce, please be advised that we do not have the legal right to refuse access to a parent who has parental responsibility without a court order.
- Parents are advised to take due precautions when leaving the nursery to the car park, as it can be busy at collection times. Staff will assist if required.

LX Day Nursery



Disease	Signs & Symptoms	Usual Incubation Period (Days)	Interval Between Onset of Illness & Appearance of Rash (Days)	Minimum Period of Exclusion Provided Child Appears Well
Chicken - Pox	Slight fever Irritating rash	10 - 21	0 - 2	7 days from appearance of rash and all scabs need not have separated
Diarrhoea / Vomiting	Diarrhoea / Vomiting	1 - 7	N/A	Until 48 hours after cessation of diarrhoea / vomiting
Food Poisoning	Vomiting, diarrhoea, abdominal pain	0 - 2	N/A	Until declared fit
German Measles	Slight cold, sore throat, slight fever, enlarged glands behind ears, pains in small joints	14 - 21	0 - 2	Until clinical recovery
Infective Jaundice	Gradual onset of headache, loss of appetite, nausea, urine dark, faeces pale putty colour	14 - 42	N/A	Until clinical recovery
Measles	Misery, high temperature, heavy cold with discharging nose and eyes, later harsh cough, conjunctivitis	7 - 21	3 - 5	Until clinical recovery
Mumps	Fever, headache, swelling of jaw in front of ears, difficulty opening mouth	12 - 28	N/A	Until disappearance of swelling
Scarlet Fever	Sudden onset of fever, sore throat, vomiting, 'strawberry' tongue, flushed cheeks, pallor around mouth	2 - 5	1 - 2	Until clinical recovery
Whooping Cough	Acute respiratory catarrh	5 - 14	N/A	Until clinical recovery
Hand / Foot / Mouth Disease	Paroxysms of coughing. Small blisters in these areas. Very contagious	7 - 10	N/A	From onset of blisters until all scabs cleared
Impetigo	Yellow, oozing sores with scab on top; itching, usually around nose and mouth	3 - 5	N/A	Until spots have healed, unless lesions can be covered