

The Gooseberry Bush Day Nursery
Nursery / Parent Contract

Staff undertake to:	Parents agree to:
Allow for settling in time. The length required for this depends on the individual child. We find this involves at least three sessions.	Attend nursery with their child during settling in time until he or she is happy to be left.
Provide an 'open house' nursery to which parents are welcome at any time.	Open house policy.
Maintain a daily attendance register and record reasons for absence.	Inform us of any reasons for absences.
Not allow anyone except you or a person authorised by you to take your child home.	Inform us if they cannot collect their child and tell us who will do so on their behalf.
Plan a programme of activities to meet your child's individual needs, based on recorded observation.	Share their children's interests by talking with them about what they have been doing in nursery.
Keep a contact register in case you are unavailable.	Give us the name and telephone number of a person we can contact in case of sickness or emergency and inform us of any change.
Administer medicines prescribed by the doctor.	Give us written authorisation to do this.
Do our best to comfort children who become ill during the session and we will inform you as soon as necessary.	Keep a sick child at home for the recommended period and collect one who becomes ill from nursery as soon as possible.
Advise you of any outbreaks of infections, diseases or cases of head lice.	Inform us if their child has contracted an infectious disease or has head lice.
Inform of any incidents in nursery which may have affected your child during the day.	Tell us of any significant happenings at home which may affect a child's behaviour in pre-school.
Actively promote British values as part of the EYFS framework. The G.B will support children to learn mutual respect, tolerance and democracy regardless of gender or faith.	Accept the policy of equal opportunities within the nursery. To engage with nursery with offering support in experiencing different cultures.
Hold regular progress meetings where we provide you with an update	Tell us about their own observations and provide comments which can be added to the

on your child's progress based on our records.	child's records. Access tapestry online.
Keep a number of written policies and constantly update in line with OFSTED recommendations.	Agree to undertake to read existing, new and updated policies as they become available. Please check parent's notice board.
Give you a regular newsletter about the events and plans we have in mind for your children.	Read the newsletter and perhaps contribute by letting us have your comments/letters/articles.
Welcome feedback, both positive and negative, if we are to monitor the service we provide.	Discuss or write comments on what we are providing whenever they feel prompted or requested to do so.
Remind parents of our NO jewellery policy.	Do not send children to nursery with any kind of jewellery.
Work alongside families to carry out a "duty of care" and Prevent and duty towards all children and advise agencies of any concerns.	Support staff in providing a "duty of care" and Prevent and inform us of any changes.
Encourage your child to experiment with a variety of materials and be creative. In doing this they may get messy- even though we provide aprons!	Provide sensible clothing for busy babies/toddlers/ pre-schoolers.
Organise visits into and from the locality. We always advise you when this is planned. Welcome parents visits to share experiences.	Give their consent for this to happen. Be willing to share their own experiences to a group of children.
Hold events for parents to attend throughout the year.	Attend whenever they can and tell us what topics they would like to see.
Do our best always to be well staffed and equipped. This is an expensive exercise!	Pay fees promptly to keep costs down. As detailed in our information for parents leaflet, all places booked must be paid for not just those attended. This includes when your child is absent through sickness.
Signed..... Nursery Manager	Signed..... Parent