



# Gooseberry Bush Day Nursery



# Unplanned Closures Parent's Guide



Telephone: 01209 713119

Email: [nursery@goosebush.org](mailto:nursery@goosebush.org)

You can also contact us via ClassDojo and Facebook



The Gooseberry Bush is open from 8am until 6pm, Monday to Friday, all year round. The only days we are closed to all are bank-holidays.

We strive to provide high quality childcare and education for your child at all times, however whilst we strive to keep our doors open as best as we can throughout the year, there may be circumstances that require the nursery to close.

### **These circumstances may be:**

- Emergency Situations such as Fire and Bomb Evacuations, or Lock-Downs.
- Adverse Weather Conditions
- Situations where adequate care cannot be achieved such as lack of water, interruption to power supply, or severe staff shortages.

### **Should the Manager deem it appropriate, the following procedures will take place:**

- As soon as a Senior Staff Member become aware of a problem, the Manager will be informed.
- A decision about whether the nursery should close will then be made. Should it not be possible to maintain minimum standards, as laid down in the EYFS standards, the nursery will close.
- If a decision to close occurs after the start of a session, parents will be contacted immediately. Staff will stay with children until their parent's or nominated person who can collect their child arrives.
- If a limited service is to be operated, children whose parents go to work will be given priority for allocation of places. Funded children will be asked to stay away until normal service can be resumed.
- Alternative sessions if possible will be offered in lieu of time missed unless the child attends full time where an appropriate reduction could be made.
- In line with LEA policy, this will not apply to Nursery Education Funded ( 3and 4 years funding and 2 year old funding) places where unfortunately, if time is lost for reasons beyond our control we cannot make up sessions.
- Only sessions that are funded by parents will be reimbursed as time in lieu, not the Nursery Education Grant funded part of the session.
- For all other closures please refer to our emergency evacuation policy.
- Contact local radio stations regarding opening/closing.