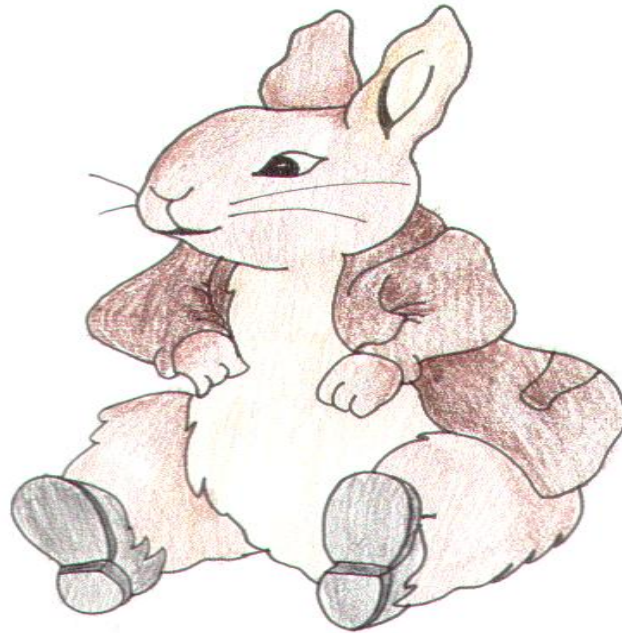


Cotton Tails Nurseries limited



PROPRIETORS
Mr. David & Mrs Nicola Cotton

COTTON TAILS TOO

14 Leach Green Lane

Rubery

Birmingham

B45 9BL

(0121) 453 3000

Email:

cottontailstoo@btconnect.com

MANAGER
Lisa Daniels

All about us...

Cotton tails nurseries have been established since 1996 and has an excellent reputation for providing good quality childcare

Outstanding care and education, as can be seen in our OFSTED inspection reports

Trained & trusted staff offer love and care for our developing children

There is ample parking space at the nurseries, allowing parents to drop off / pick up your child safely

Open house policy allowing you to drop in or call at times most convenient to you

Needs of all individual children are catered for

The nurseries have an up to date security system, with electronic coded key pads at each entrance

Amplle opportunity for the children to explore and experiment throughout the different stages of their development

In partnership with parents – fun week / open evening / parents evening/ parents also included in curriculum activities

Loving, happy and secure environment for your child to flourish

Sophisticated CCTV cameras protect the nursery both inside and outside

Don't take our word for it, come and see for yourself!!

Have a soft cosy area to snuggle down, relax and enjoy milk feeds



Can continue with their established home routines

Our Babies...



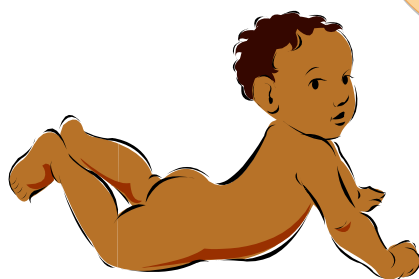
Can enjoy a bright, cheerful and stimulating environment



Are able to trust and rely upon their carers

Are included in all aspects of play (water, jelly, painting etc)

Have a milk kitchen for preparation of feeds and sterilising equipment



Enjoys exploring new opportunities, especially when it involves making a mess!!



Is given space to freely move around and be active

Our developing toddler...

Enjoys giggling and having fun with others



Has lots of soft cushions and beanbags to rest after much fun and excitement

Is surrounded by songs and music to encourage language development



Is encouraged to explore and discover

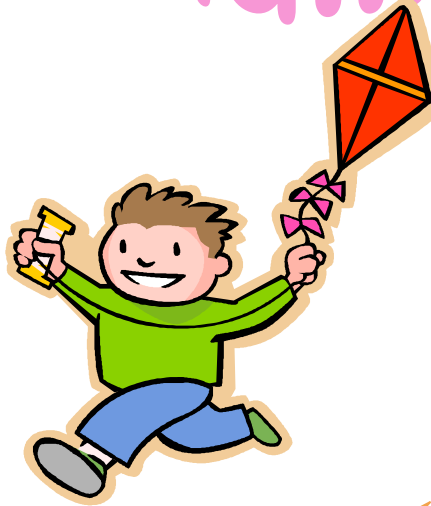


Is developing their independence

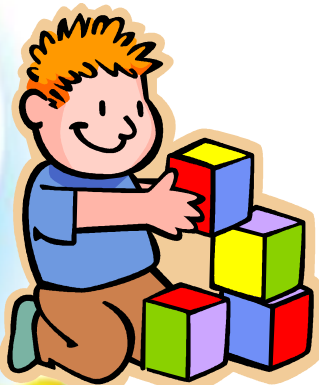
Our adventurous child...



Is forming friendships and being caring towards each other



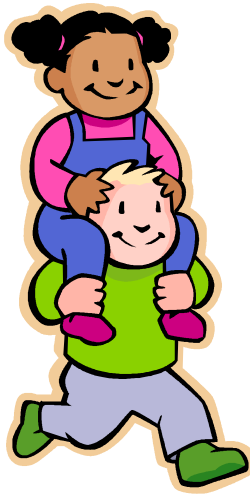
Takes advantage of our well equipped imaginative area



Is developing in confidence and creativity



Are encouraged
to listen to and
respect each
other



Can enjoy
special visits
from Busy
Lizzie

Our enthusiastic learner...



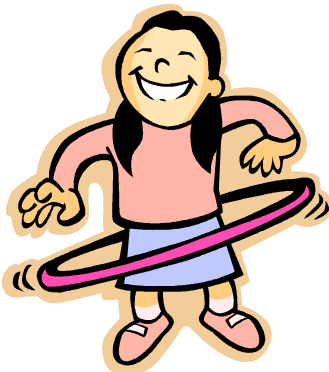
Has plenty to
bring home
and enjoy with
parents



Is enjoying
new freedom
and being
independent



Will take part in a wide
range of activities based
around the foundation
stage



We will provide...

- * Nappies (huggies / pampers)
- * Barrier cream (sудо cream)
- * Cotton wool
- * Bibs
- * Individual bedding
- * Freshly prepared meals & a selection of light snacks
- * Sugar free diluted juice for between meals (water is given at mealtimes)
- * Open top beakers
- * Milk for children over 12 months
- * Daily diary / verbal feedback
- * Lots of love and care
- * Plenty of fun activities
- * Professional care and individual attention

We will ask you to provide...

- A change of clothes (more if potty training)
 - formula milk
 - Bottles and beakers
 - Comforters
 - completed record cards
- sun hats & sun cream / warm coats & wellies

We will always try to accommodate any special requirements; however this may not always be possible

It is parent's responsibility to inform nursery of change of address, contact details & dietary requirements

Parents page

Settling in...

In order to make the transition from home to nursery a smooth one, we offer an unlimited number of free 1 hourly inductions. This is a great opportunity for your child and yourself to meet the staff and other children within their particular room. We feel that this enables the child to familiarise themselves with their new surroundings and carers. Inductions will be pre-arranged prior to starting nursery.

Policies & procedures...

We have a large range of policies and procedures that are important for you and your child's safety. These are located in the nursery foyer for your perusal, and are also situated in all the rooms. Any policies that you need to be aware of will be issued to you when your child starts nursery.

Staff...

Cotton Tails ensure that at least one employee has been trained in a specific area (see displayed certificates)

- First aider
- Child protection officer
- SENCO (Special educational need co-ordinator)
- Behaviour management officer
- Health & safety officer
- Equal opportunities officer

Our staffing levels are in accordance to OFSTED requirements:

Aged 3mths - 2years	1 adult to every 3 children
Aged 2years - 3 years	1 adult to every 4 children
Aged 3years - 5 years	1 adult to every 8 children

Things for you to enjoy...

We hold parent's evenings once a year as a way of reporting your child's development, this give parents the opportunity to look around, view their children's work and chat with our staff.

To help assess children's progress and development we carry out various observations during the day / week, and record our findings in their individual development files. All records are confidential and only staff members and the child's parents have access to them.

We issue newsletters regularly to all parents; these generally keep you informed of any events, closure dates and changes within nursery.

Each year we hold a fun week, all of the proceeds raised are donated to the Diana, Princess of Wales Children's Hospital - Birmingham. To date we have raised over £4000.

Cotton Tails Nurseries

Nursery closures...

We are open all year round – only closing on bank holidays – there is no charge when we are closed.

Easter - 2 days Easter Monday and Tuesday (Not Good Friday)

May Day - 1 day

Spring Bank Holiday - 1 day

August Bank Holiday - 1 day

Christmas - 3 days Christmas Day, Boxing Day and New Years Day. (This may vary)



Funded nursery places...

Looking for a place for a 3 or 4 year old?

Are you aware that children are entitled to nursery education grant the term after their third birthday?

We can offer FREE 3 hour sessions for all 3 and 4 year olds. These sessions run from either 9:30 – 11:00 or 12:30 – 3:00pm. Term time only.

If you require more full sessions / days, the grant money you're entitled to is deducted from your monthly invoice. (Nursery fees are paid as normal in accordance to the terms and conditions)

Nursery Price List

- * There are no charges for days /sessions that fall within periods of closure (bank holidays).
- * There is a 5% discount for more than one child attending full time. (This does not apply to the short day rate or AM/PM sessions)
- * In order to provide continuity for your child the minimum number of sessions he / she may attend in any one week is two.
- * To reserve a place a non-refundable booking fee of £50 is required.
- * Your first month's must be paid four weeks in advance to confirm / guarantee your child's place at nursery, unless booking with less than four weeks to go, the first month's fees must be paid at the same time as the booking fee.
- * Fees are payable one month in advance preferably by standing order.
- * Fees which are paid late will incur a £25.00 late payment charge.
- * One month's notice must be given in writing before a child is removed from nursery; otherwise 4 weeks fees are due in lieu of notice (see application form).
- * Any payment (booking fee or fees) is non refundable, when the place is not taken up or you leave without adhering to the stated terms & conditions. There can be no remission of fees due to absence whatever the reason (holiday or illness).
- * We will take legal action to recover any unpaid fees.

Sept 2010	FULL TIME 7:30 – 6:00	FULL TIME SHORT DAY RATE 9:00 – 4:00	DAILY 7:30 – 6:00	AM SESSION 7:30 – 1:00	PM SESSION 1:00 – 6:00
0-5 YRS	£189 £37.80 per day	£165.00 £33.00 per day	£39.00	£28.00	£26.00

Cotton Tails Nurseries Limited reserve the right to change rates / discounts charged without prior notice.