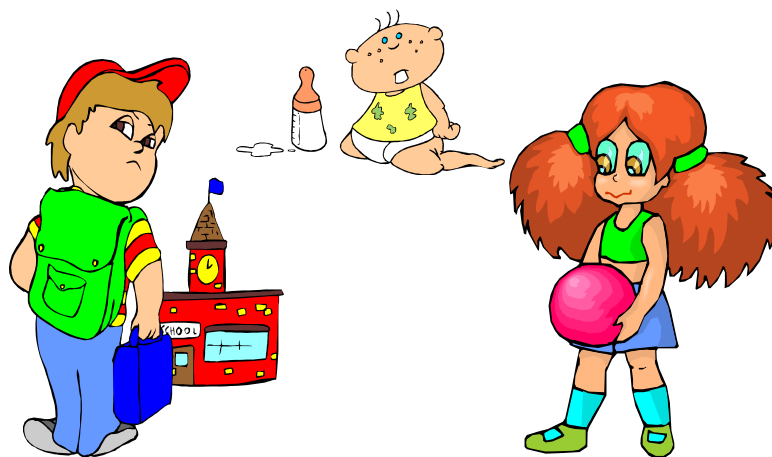




Derry Well Woman



Crèche Booklet

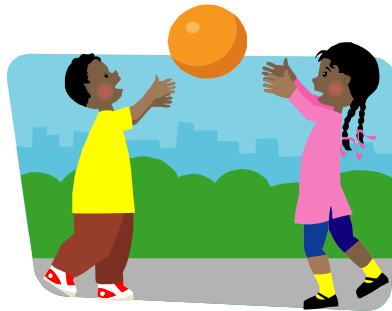


17 Queen Street
Derry
BT48 7EQ



Tel: 02871 360777
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www.derrywellwoman.org

**Derry Well Woman
welcomes
women and children from all
backgrounds.**



Our Crèche

Our crèche is open from 9.30a.m. until 3.30p.m. and provides a high quality free service for children from 8 weeks to pre-school age whose parents, guardians or carers are using the Centre's services.

Our crèche is situated on the ground floor of our Derry Well Woman Centre, 17 Queen Street . It has a small, colourful and stimulating baby room with outdoor play area including a sensory garden.

Our Crèche caters for six children at a time. We provide two hourly sessions, twice daily, 5 days per week providing quality care for each individual child.

Our crèche enables young children to enter into a small social group. It is a stepping stone which prepares children for nursery or play school.



Our Staff

Monica Downey — Crèche Co-ordinator

Patricia McAdams — Crèche Assistant

Both members of staff are fully qualified, have updated training and are trained in First Aid and Child Protection.

Iesha Cassidy— Crèche Volunteer

Cathy Doherty—Crèche Volunteer

Our creche staff and volunteers are trained, registered and vetted through the Western Health and Social Care Trust.

We support Joblink and the North West Regional College in student placements.

All staff are committed to the Child Confidentiality Policy.

Registration and Membership

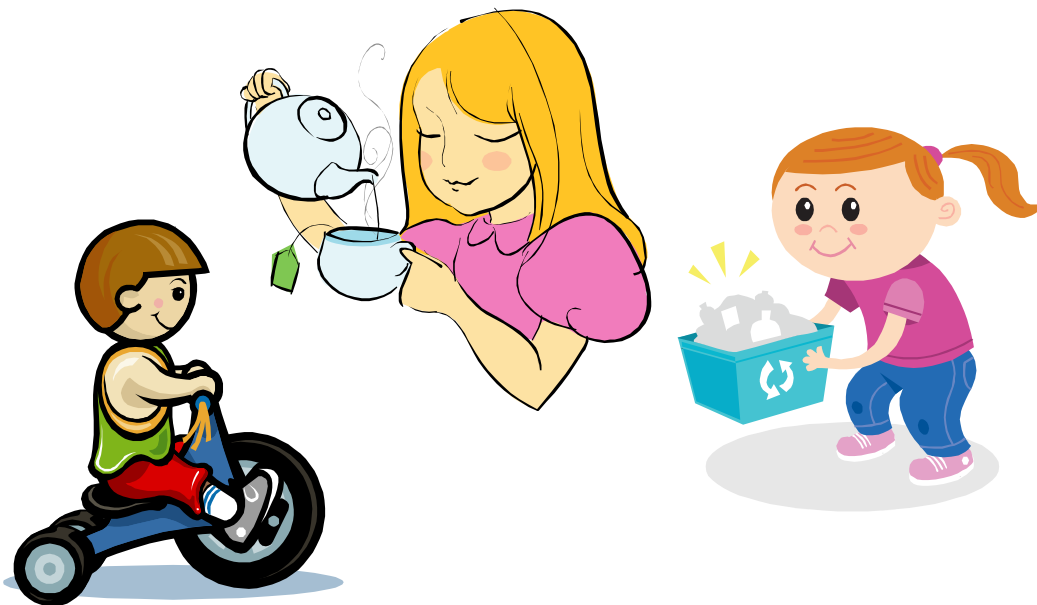
Our crèche is registered with the Western Health and Social Care Trust and is a member of Early Years, the Organisation for Children and Young People.

Both organisations provide us with ongoing, up to date information, support, training, policies on professional boundaries and standards enabling us to maintain a high quality service.



Crèche Aims

- 1. To encourage children to gain early independence by managing apart from their parent / carer for a short time**
- 2. To assist children to develop a sense of their own identity and positive self regard**
- 3. To provide children with life enhancing experiences which contribute to a positive start in their lives**
- 4. To support the positive development of the Mother / Baby relationship**



Settling in Process

For mothers and babies coming into the Centre it can be an anxious time, especially if they are separating from each other for the first time.



Our crèche has a Settling in Process to help you and your child to be more comfortable and content. This enables your child to separate from you and to experience their own space and develop their personal skills.



Settling In Process

Coming through the door



You are met by the Crèche Administrator
crèche s

Enrolment Day



You are given support to help choose your course, you meet crèche staff and visit crèche.
You can discuss any additional needs that your child may have

Prior to course commencing

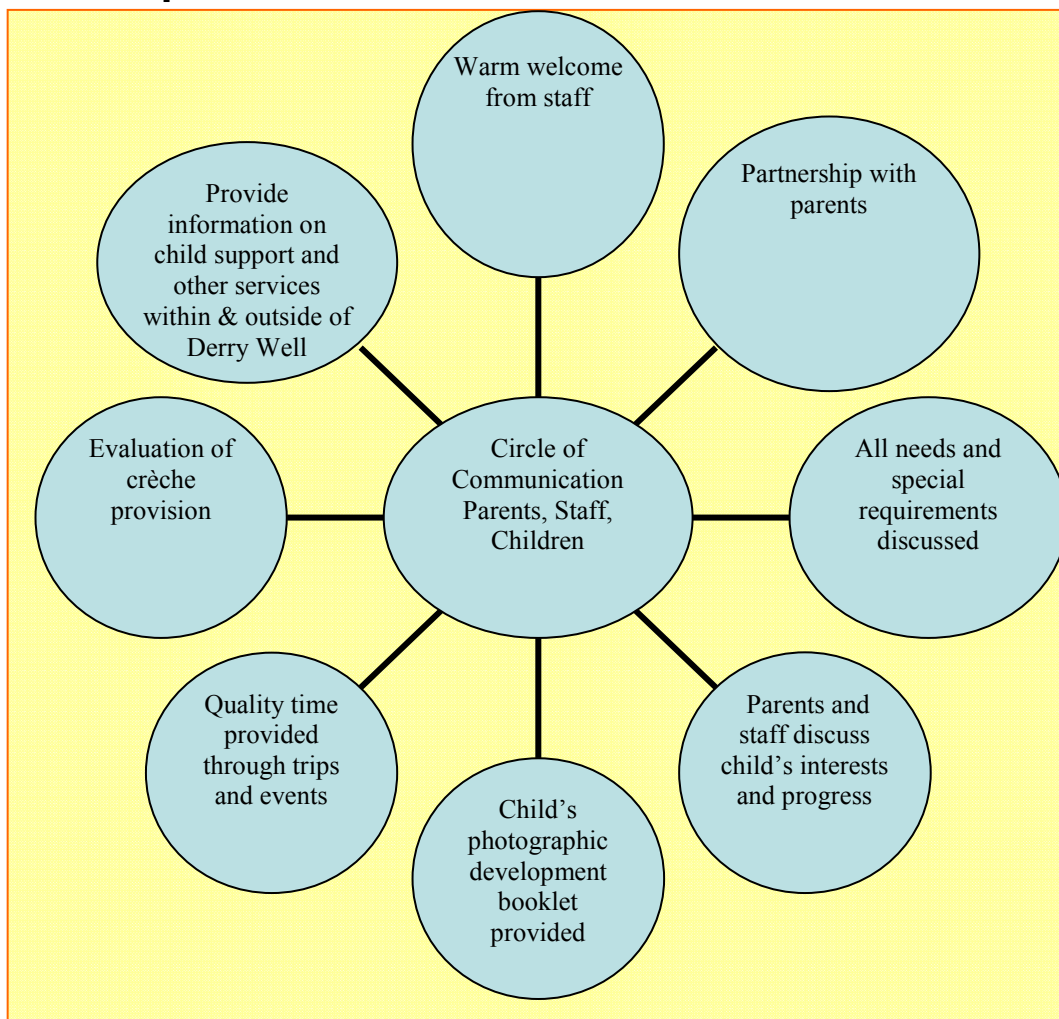


You can stay with your child until they are settled

Coming Together through the Crèche

Our crèche works in partnership with parents, carers and grandparents, involving them in their child's development.

**welcomed
Centre
strator and
staff**



These opportunities enable parents to gain awareness and to get involved with their children's learning whilst in the crèche, enabling a positive impact on the parent / baby relationship.

Supporting Mother and Child Under one roof

Our crèche is central to the organisation as it supports both Mother and Child under one roof, enabling each of them to avail of a healthy, safe space.

Programmes for Women

Derry Well Woman supports women's well-being by providing a variety of classes, courses, support groups, counselling, training and clinics.

Programmes for Parents of Young Children

In partnership with the Western Health and Social Care Trust, Derry Well Woman delivers programmes which provide a direct health benefit to children whilst enhancing the Mother and Child relationship.

Programmes

- Baby Massage
- Behaviour Management
- Sleep Clinic
- Breast Feeding Support Group
- Breast Feeding Network
- Ante-Natal Classes
- Variety of one-day health promotion events for Early Years
- New Parents programme



Child Together of

er and Child as an emotional unit under one
pace to develop at their own pace.

Supporting the Well-Being of Mother and Child through the crèche

Play Opportunities



Sensory Garden



Observations and Child Booklets



Healthy Eating



Quality Time for all the Family



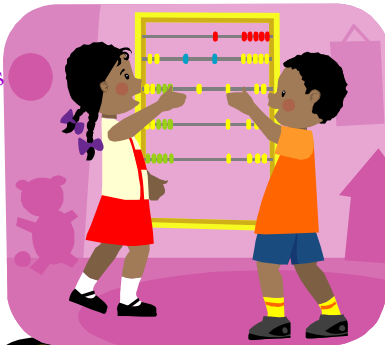
Play Opportunities

A wide range of structured and free play opportunities are provided to ensure the physical, intellectual, emotional and social development of all babies and toddlers building their confidence, self esteem and enhancing their wellbeing.

To facilitate each child's interests we provide a variety of equipment, materials and activities for different ages and stages, along with multi-cultural toys which enable the children to explore diversity and develop multi-cultural awareness.

Recycled materials provide lots of enjoyment and are cheaper to

Table top &
floor activities

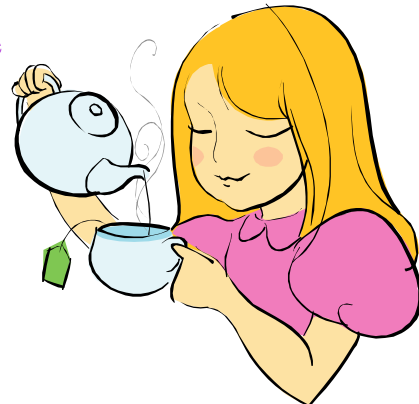


Physical play

provide.



Imaginary role
play



Story time



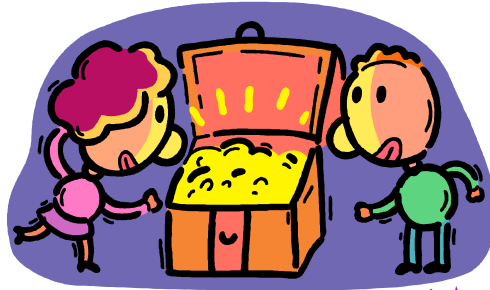


Sensory Garden

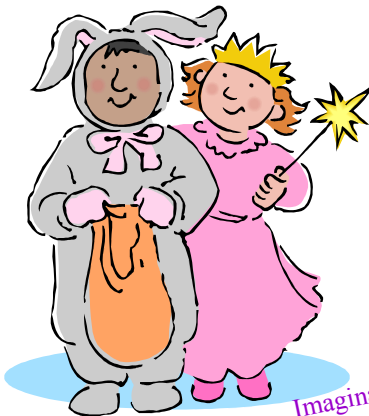


Our small garden enables children to observe and experience their surroundings with all of their senses as well as actively engaging in outside play using natural materials. Children gain first hand experience of growing fruit, vegetables, herbs and flowers.

Learning through movement—music, song and rhyme



Sensory treasure basket with natural & textured materials



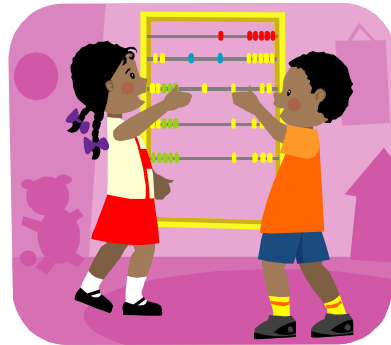
Imaginary dress up

Recycling materials



Observations and Child Booklets

If your child attends the crèche for more than 4 sessions they will be provided with a small Development Booklet.



If your child attends the crèche for more than 4 sessions and is in need of additional support they will be allocated a Key Worker in order to monitor their development and to maintain an easier flow of communication and support for both you and your child.



Healthy Breaks

**Our crèche promotes healthy eating for children.
We provide a variety of fruit options .**



**Parents are asked to explore healthy eating with
their child at home and bring their child's
preferred option into the crèche for their break
time.**



Quality Time for the Whole Family

Outside of the crèche quality time for families is provided at the end of each term through Trips and Events and visits to the Central Library for Stories and Rhyme Time monthly.

This makes good use of our local resources and overcomes the limits of our small crèche by providing outdoor experiences and play opportunities.



Parks

Nature Walks

Trips

Library Visit



Maintaining Best Practice

To maintain and update the quality of our crèche provision we ensure that staff are continuously updated on the latest thinking and development in Childcare.

We work as a close team alongside staff, volunteers, students and facilitators. We network with other childcare agencies and professional bodies



Guidelines

To enable you and your child to feel safe, and in order to comply with regulations set out in the NI Children's Order, there are a number of procedures in place.

- 1. The crèche must be booked in advance.**
- 2. When leaving your child in the crèche it is important that you fill in a registration / consent form and signed understanding of the crèche policy statement.**
- 3. You will be asked to specify any special needs or requirements your child may have**
- 4. Parents are asked to bring along a change of clothes, nappies. A small snack i.e. drink / fruit is provided**
- 5. Parents are asked to explore healthy options of food with their child at home and bring their child's preferred option into the crèche for their break time**
- 6. Parents are asked to note the fire drill procedure, in particular, the collection point for your children**
- 7. Parents are asked NOT to bring along any children who may be unwell especially those who may have vomiting and diarrhoea in case of cross infection. The recommended time is 48hours after infection.**
- 8. It is important that all valuables are taken with you when leaving the child's bag in the crèche**
- 9. If two sessions are missed without a viable reason or a phone call then the place in the crèche will be lost**
- 10. Parents are asked to ring the day before if the child cannot attend the crèche**
- 11. Parents will be asked to complete an evaluation form relating to crèche provision at the end of the course. A post box is available to ensure comments remain anonymous**
- 12. If you child will be attending the crèche for more than 4 sessions they will be provided with a small development booklet**
- 13. Parents will be kept fully aware of their child's progress, activities and behaviour**
- 14. It is important that parents read the behaviour management policy and discuss with staff any concerns**
- 15. Parents will be informed of all accidents / incidents within the crèche and will be requested to read and sign any forms provided**
- 16. If another person is to collect the child, both crèche staff and child should be informed beforehand.**

Policies

Crèche Policies and Procedures are on display in the crèche and are available for parents to read.

Policies:

- **Settling in Process**
- **Behaviour Management**
- **Equal Opportunities**
- **Confidentiality**
- **Smoking**
- **Complaints**
- **Child Protection**



Additional Information

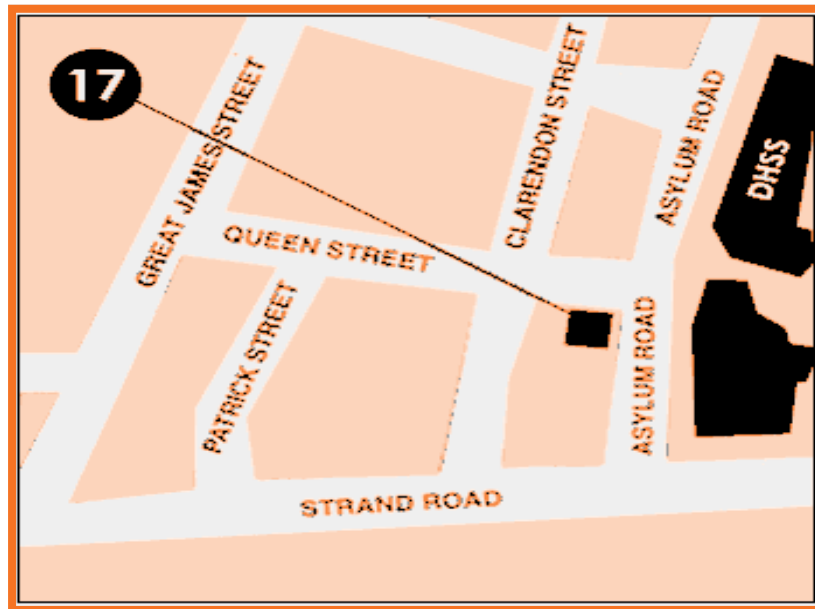
A variety of information leaflets are on display in the crèche for parents to read.

Complaints

A detailed copy of our Complaints Policy & Procedure is available upon request.

Our crèche is funded by the Department of Education through Early Years, the Organisation for Young Children and the Western Health and Social Care Trust.

Where to find us?



CENTRE OPENING HOURS

CENTRE OPENING HOURS ARE AS FOLLOWS:

**MONDAY—THURSDAY: 9A.M.—5P.M.
6P.M.—10P.M.**

(Programmes only)

FRIDAY: 9A.M.—4P.M.

TEL: 02871 360777

FAX: 02871 370103

EMAIL: info@derrywellwoman.org

Website: www.derrywellwoman.org