

Key Information Brochure

If you would like any further information about any part of this pack, please visit our website <https://www.skylinesnursery.co.uk/> or email info@skylinesnursery.co.uk



Hours

A standard full-time day at Skylines Nursery runs from 8am – 6pm, Monday – Friday.

We are open 51 week per year, excluding Bank Holidays, staff training/inset days and between Christmas and New Year's Day. Parents are notified of inset and training days at the start of academic year.

A standard part-time session runs from 9am to 1pm for morning session and 2pm to 6pm for afternoon session.

A school-time session runs from 9am to 4pm.

An extension of hours up to 7am start and/or 7pm is available by request and is subject to additional fees.

Fees

Our fees include all meals, snacks, nappies, sun cream and extracurricular activities. Please, note, outings to chargeable places of interest (zoo, theatre, museums etc.) are charged extra by prior agreement.

Fees are due in advance. Parents are invoiced during on the 1st day of the new month – all fees are to be clear into our account by the 7th of the month. There can be no refunds for sickness or holidays (see Fees policy).

Fees are calculated based on the attendance pattern, nursery opening days and 15-30 free hours entitlement.

Fees can be paid in conjunction with Childcare Voucher Schemes (check with your work which voucher scheme they work with) as well as Government Tax-free Childcare scheme.

15 and 30 free hours funded places available and are subject to availability and additional fees.

Skylines Nursery is happy to accept any additional proposals parents wish to use to offset fees.





Flexibility

In Skylines we understand that often childcare requirements change and where possible, staff will be as flexible as they possibly can. However, we do ask that you give the nursery as much notice as possible to ensure extra/ad hoc days and day swaps can be accommodated.

Emergency day swaps are subject to availability and only available once in a month. Day swaps cannot be transferred to the next month

Ad hoc days are subject to availability, you can purchase extra ad hoc days at the standard daily rate.

Registration

To register your child at Skylines Nursery, please e-mail the Management team to request a registration form or fill it online (<https://www.skylinesnursery.co.uk/registration-form>). Parents can request a show around of the nursery prior to registering using link: <https://www.skylinesnursery.co.uk/book-online>

Waiting List

If place is not available straight away, your child will be registered in the waiting list. Availability is assessed on a monthly basis, taking into accounts any children leaving, room moves or any other changes to numbers. If your child does not receive a place to start immediately, they will be kept on the waiting list until a place becomes available.



Allocation of Places

Places at Skylines Nursery are offered on the basis of the following order of priority:

- a current child wishing to increase sessions
- a child with a sibling currently attending the nursery
- referral from any other family attending/attended in the past the nursery for more than a term
- the date of waiting list registration

Full time places are also prioritised over part-time places and if there is outstanding availability with requested days.

Please note that whilst we do prioritise siblings, parents are asked to register their younger child as early as possible.

Accepting a Place

On acceptance of a place at Skylines, £100 are paid as a refundable £50 deposit and non-refundable £50 registration fee. The payment shall be received within 48 hours and this is a confirmation of your acceptance/declining a place. Once payment is received, you will be issued

the contract and all required documents.

Curriculum

In the KidsLab we have our unique curriculum which includes:

- **EYFS** requirements implemented through the structured and carefully planned activities ensuring every child develops and blossoms in their own pace
- **School-readiness programme** which enables every child to be school ready by the start of Reception. We are also proud to offer our enhanced School-readiness programme which enables our children successfully pass entrance exams to the selective private schools and 4+ exams
- **Curiosity Approach Accreditation** which gives us a unique opportunity to implement an amazing philosophy into nursery daily life and teaching
- **STEAM focus:** weekly Science club, Drama and Music Sensory classes, technology, engineering and early math activities
- **“Healthy Early Years London”.** Skylines participates in the Mayor of London programme promoting health and wellbeing in the Early Years
- **“1000 hours outdoors”** programme promoting children’s activities outdoors in Skylines/KidsLab Day Nurseries own garden. Children are encouraged to be active, learn a lot about nature, planting, gardening and observing
- **Community relationships and Cultural Capital enhancement.** As part of our curriculum children are taken to the different outings including local places of interest (Mudchute farm, Docklands museum, Idea store etc.) and cultural, social places such as Fire Station, Theatre, Observatory etc.



Our curriculum document is available on request.

Food and Drink



Skylines offers a nutritious, balanced diet provided by Zebedees (<https://zebedees.co.uk/>). Cooked meals, snacks, water and cow’s milk are inclusive within fees.

Cooked meals are provided three times a day: breakfast (9.00 – 9.30), lunch (12.15 – 12.30) and dinner (17.00 -17.15). Snacks are provided two times a day: morning snack (10.30 – 10.45) and afternoon snack (15.00 – 15.15). Fresh water is accessible at all time

Annex A

Fees per calendar month (effective from September 2024)

Daily fee: £90

Part-time daily fee: £40

School-time fee: £70

Extension of hours available for £12 per hour fee

FULL-TIME DAY CARE (8.00 to 18.00)

| Days of attendance | Under 2s | | 2-4 years old | | |
|--------------------|---------------|---------------|---------------|---------------|---------------|
| | no free hours | 15 free hours | no free hours | 15 free hours | 30 free hours |
| 5 days a week | £1800 | £1450 | £1700 | £1350 | £1000 |
| 4 days a week | £1560 | £1250 | £1500 | £1150 | £800 |
| 3 days a week | £1200 | £850 | £1200 | £800 | £500 |
| 2 days a week | £850 | £600 | £850 | £550 | £250 |

PART-TIME DAY CARE (9.00 to 13.00)

| Days of attendance | Under 2s | | 2-4 years old | | |
|--------------------|---------------|---------------|---------------|---------------|---------------|
| | no free hours | 15 free hours | no free hours | 15 free hours | 30 free hours |
| 5 days a week | £1000 | £650 | £950 | £600 | £250 |
| 4 days a week | £800 | £450 | £755 | £400 | £100 |
| 3 days a week | £620 | £300 | £570 | £260 | £0 |
| 2 days a week | £400 | £150 | £400 | £100 | £0 |

SCHOOL-TIME DAY CARE (9.00 to 16.00)

| Days of attendance | Under 2s | | 2-4 years old | | |
|--------------------|---------------|---------------|---------------|---------------|---------------|
| | no free hours | 15 free hours | no free hours | 15 free hours | 30 free hours |
| 5 days a week | £1600 | £1250 | £1500 | £1150 | £800 |
| 4 days a week | £1350 | £1050 | £1300 | £950 | £650 |
| 3 days a week | £1050 | £700 | £1000 | £650 | £350 |
| 2 days a week | £800 | £460 | £750 | £360 | £50 |