

A close-up photograph of a child's bare foot resting on a bright yellow, cylindrical plastic block. The child is standing in a grassy field with some dry grass and twigs scattered around. The background is a soft-focus green lawn. In the top right corner, there is a logo for 'PlayScheme' with a sun icon and the tagline 'Bright Beginnings' with a spider icon.

PlayScheme
Bright Beginnings

Welcome to Bright Beginnings Childcare Centre

Excellence from the **beginning**, opening
the door to a **brighter**
future. . .

. . . embracing opportunities to ensure
every child achieves their true
potential.

Welcome to the award winning Bright
Beginnings Childcare Centre based on the
University of Leeds campus. Our state of the art
childcare centre opened in April 2010.

As a staff team, we regularly review our practice,
policies and procedures, to ensure that they
meet local and national guidelines and
requirements, whilst ensuring the care we offer
is of the highest quality and standard.



Committed to the
Safeguarding and Welfare of
all Children



Playscheme



During school holidays we operate a Playscheme for 32 children (56 children in summer) aged between 3 and 11 years (before commencement of high school).

The Playscheme is run in the Zone and the Discovery Pod on the first floor of Bright Beginnings Childcare Centre. Places are offered on a first come first served basis. Once you register you will be automatically be sent a booking form one month prior to the next school holiday.

The Centre is open Monday to Friday and will close on Statutory Bank Holidays and University closed days.



Dates and Times

Playscheme runs during the following school holidays:

- February half term for one week
- Easter Half term for 2 weeks
- May spring bank holiday for 3 days
- Summer Holidays for 6/7 weeks (dependant on school closures)
- October Half Term for 1 week
- Christmas - December/January depending on the half term dates for schools

There are 2 sessions per day, a morning session 8:00m to 1:00pm and an afternoon session 1:00pm to 6:00pm. The Playscheme only operates during holidays in which the university/union buildings are open. There is a set rate for sessions plus there will be additional costs for any organised trips/activities.



SeSSion Times and Prices

Session Times

Full day session 8:00am - 6:00pm

Morning Session 8:00am - 1:00pm

Afternoon session 1:00pm– 6:00pm

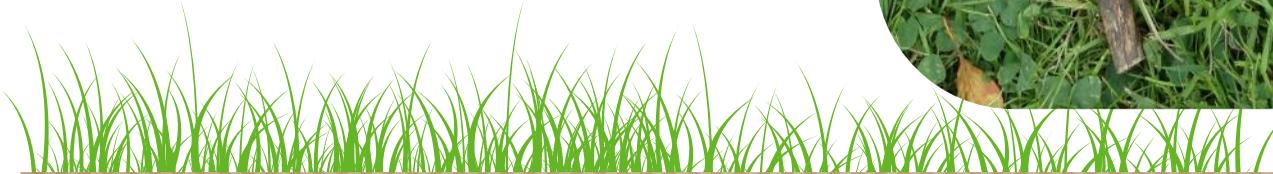
Prices

Full day session £30.00

Half day session £15.00

Trips and excursions will be priced individually and are additional to session prices.

(July 2019)



Our Staff Team

Operations Manager - Gillian Marsden

Playscheme Supervisor - Jakob Flynn

The Playscheme area is managed by a qualified area supervisor and an experienced, competent team of playworkers who manage the care of the children. The adult to child ratio is 1:8 within the centre, this changes to 1:6 whilst children are on trips and excursions.

In Playscheme we work actively to support students in their studies, there may be students in Playscheme during the holidays, details of these will be displayed within the Playscheme room.



The Playwork Principles

These Principles establish the professional and ethical framework for playwork and as such must be regarded as a whole. They describe what is unique about play and playwork, and provide the playwork perspective for working with children and young people. They are based on the recognition that children and young people's capacity for positive development will be enhanced if given access to the broadest range of environments and play opportunities.



All children and young people need to play. The impulse to play is innate. Play is biological, psychological and social necessity, and is fundamental to the healthy development and wellbeing of individuals and communities.

Play is a process that is freely chosen, personally directed and intrinsically motivated. That is, children and young people determine and control the content and intent of their play, by following their own instincts, ideas and interests, in their own way for their own reasons.

The prime focus and essence of playwork is to support and facilitate the play process and this should inform the development of play policy, strategy, training and education.



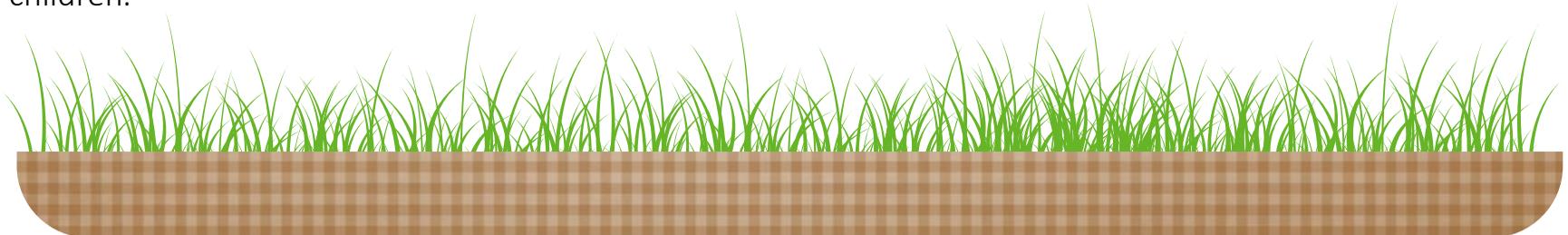
For playworkers, the play process takes precedence and playworkers act as advocates for play when engaging with adult led agendas.

The role of the playworker is to support all children and young people in the creation of a space in which they can play.

The playworker's response to children and young people playing is based on a sound up to date knowledge of the play process, and reflective practice.

Playworkers recognise their own impact on the play space and also the impact of children and young people's play on the playworker.

Playworkers choose an intervention style that enables children and young people to extend their play. All playworker intervention must balance risk with the developmental benefit and wellbeing of children.



Working in Partnership with Parents

At the end of each **session**, staff will feedback to you on how your child has been and what they have been exploring throughout the day.

We welcome children's and parents ideas on any planning, activities, trips and excursions. You will also be invited to come and see shows that the children produce, such as the summer talent show.

A member of staff will always be available to talk about any ideas or suggestions that you have and there is also a suggestion board in Playscheme for you to write and add to.



Activities

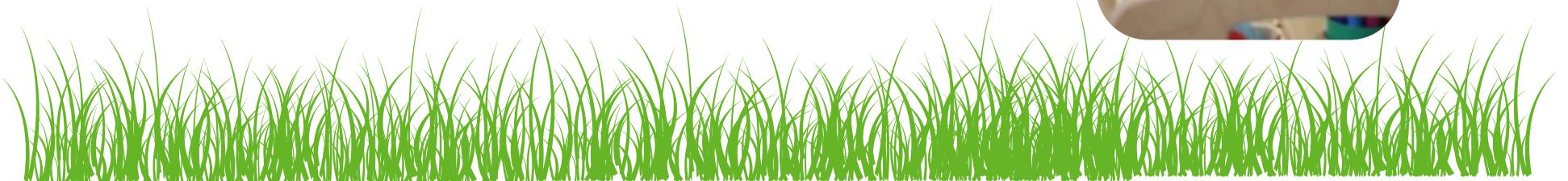
Playscheme is divided into areas of various types of play experiences. These areas include, large and small construction sets, imaginative play - dressing up, home corner and mark making. We also have two adjoining areas where children can access messy/art and craft activities and relax in the quiet area.

Play

Children are free to access what ever they like and are encouraged to make choices which include participation in optional activities such as sport, art, team building, drama, dance & forest days.

Balcony, outdoors and our allotment

Playscheme has a covered balcony where play and activities can be extended and a supervised woodworking bench can be accessed. Playscheme also have access to our garden which is adjacent to the building. Where possible lunch is eaten outdoors as a picnic. We have our very own allotment on Woodhouse Moor where children can make dens, experience planting, building constructions, outdoor cooking and building fires with our Forest School Practitioner.



What should I bring?

Children must bring a healthy balanced packed lunch for the day if attending a full day or morning session, a light morning and late afternoon snack will be offered each day. You are not required to bring a drink, unless it is a trip day, fresh drinking water is offered through the day.

Please bring appropriate clothing for your child, we operate an all weather policy and do access outdoor play everyday.



Green Foods

You can put these in your lunch boxes everyday or as often as you like.

Fruit and Vegetables

A type of starchy food such as bread, pasta, pittas, bagels, wraps etc. Try to include wholegrain varieties too.

Meat, Fish or sources of non-dairy protein (e.g. lentils, kidney beans, Quorn, chickpeas, hummus, eggs)

Dairy food such as milk, cheese, yoghurt or fromage frais.

Oily fish such as salmon or sardines at least once every three weeks.

Only water as we provide all children with drinking water throughout the

These foods are not part of a healthy lunch boxes

Chocolate bars, Sweets, Sugary drinks, chocolate biscuits and cake bars

Processed fruit products such as winders (these can be high in sugar)

Amber Foods These types of foods could be included occasionally as part of a balanced packed lunch.

High salt or fat snacks such as crisps, snack-a-jacks, crackers etc.

Small plain or fruit cakes such as scones, tea cakes or malt loaf.

Plain biscuits, flapjacks or fig rolls.

Processed meat products such as sausage rolls, pies, corned beef, pasties, pepperoni or sausages.



Discovery

Children access outdoor spaces that offer challenging opportunities allowing them to take risks and risk assess for themselves. As a Centre we recognise and value the importance of outdoor learning. Children are more likely to adopt healthy attitudes to food if they grow and cook their own. To support outdoor learning opportunities for all children.



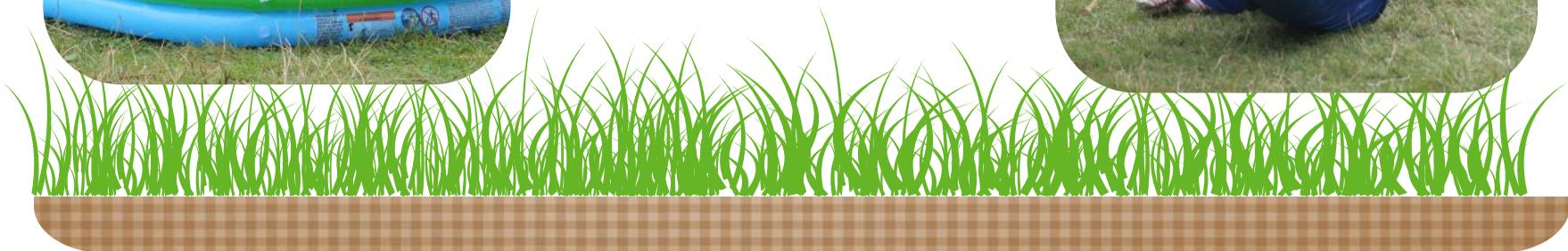
Bright Beginnings has invested in training two members of the team to Level Three Forest School Practitioner status. These practitioners support all seven areas to access the outdoor spaces.

Bright Beginnings Allotment is located a 10 minute stroll through the park. This is a truly magical space where children can learn about the environment and immerse themselves in hands on activities.





Every summer we celebrate National Playday on the first Wednesday in August. This is an opportunity for the children to really show us how free, creative and imaginative play can be. Children from the centre are also invited to join in.



Outings

Whilst on visits all children wear bands around their wrists, these provide emergency contact information.

A 1:6 ratio is maintained whilst on outings. Children will be recorded as being out of the Centre and a copy of this will be taken on the outing.

Staff carry an outings bag containing a first-aid kit, water bottles and spare keyrings, one member of staff will also take a mobile phone so that they can keep in touch with the Centre.





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Sickness and Medication

We constantly work to reduce the spread of illness and infection. Should your child become unwell during the day, we shall contact you to advise you of the problem and if necessary, ask you to collect your child. We fully understand the demands of working parents and will monitor each situation carefully, only requesting you to come if absolutely necessary. If your child is unable to attend please telephone the centre as soon as possible to let us know. We will then up date our 'bug alert' board in the entrance vestibule to ensure all parents are aware of any 'bugs' or viruses moving around, this ensure parents are notified of an occurrence of an infectious disease.

Should your child be prescribed regular medicine or treatment, then please inform centre staff and complete the medicine consent form. This must be completed prior to staff administering any medicine. Staff will only administer those medicines prescribed for the child; these must be clearly labelled with your child's name and pattern of dosage. Under certain circumstances, in accordance with Public Health Authority advice, it will be necessary, to exclude children from the Centre.



Accident Procedure



If an accident or incident occurs involving your child in the centre, you will be informed and details will be recorded in an accident/incident file. Accident/incident files will be kept in each play area. You will be asked to read about the accident/incident and sign to record that you have been made aware of what occurred, in the unlikely event that your child has a more serious accident, you will be asked to come to the centre, to escort your child to hospital.

To help monitor the care of your child, please let us know if your child has an accident at home, to enable us to ensure their health and safety. If your child comes into the centre with an existing injury you will be asked to complete an existing injury form.



Promoting Positive Behaviour

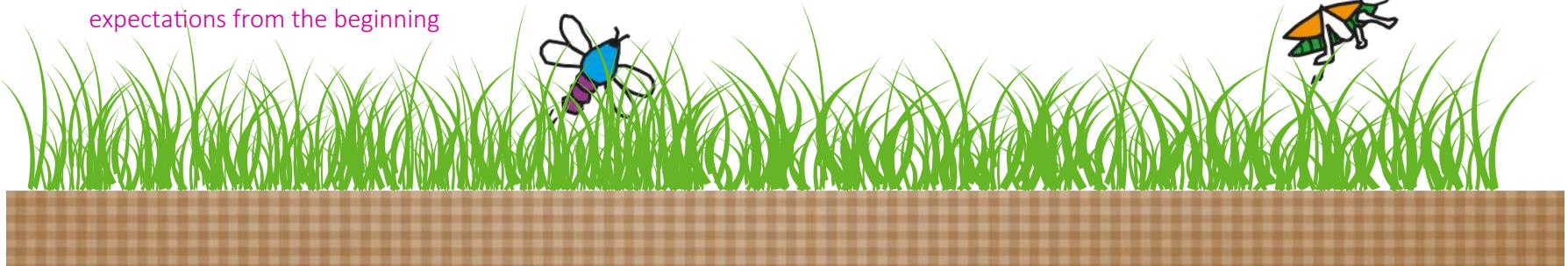
At Bright Beginnings we want our children to prosper socially and emotionally. For this to happen we know that they need the support of a warm and friendly environment where adults make them feel secure, appreciated and respected and in which they can try out various ways of acting and interacting, without fear of humiliation, blame or neglect.

- We believe in the value of a shared approach to promoting positive behaviour and dealing with challenging behaviour
- We will create a calm and caring environment where children are treated with respect
- We understand our children's need for a consistent routine, and will agree rules and boundaries around particular activities
- We appreciate that our children need clarity when we are giving them instructions
- We understand that our children need to experience consistency of expectations from the beginning



- We want to guide our children in the self-regulation of their emotions
- We value the safety of our children above all

Our full code of practice is available in the parents room policy file and on our website.



Placing the safety of our children above all.

Giving clear instructions.

Promoting positive behaviour in our PlayScheme

At Bright Beginnings we want our children to prosper socially and emotionally within:

a warm and friendly environment, where adults make them feel secure, appreciated and respected, and in which they can try out various ways of acting and interacting, without fear of humiliation, blame or neglect.

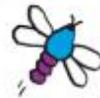
Following a consistent routine with agreed rules and boundaries.

Encouraging children to self-regulate their emotions.

A shared approach to promoting positive behaviour and dealing with challenging behaviour.

Giving consistency of expectations from the beginning.

Offering a calm and caring environment where children are treated with respect.





Contact Us

0113 3431818

brightbeginnings@leeds.ac.uk

For Further Information -

www.brightbeginningschildcare.co.uk