

Enterprise Childcare Creche Guidelines



GUIDELINES FOR PARENT/CARER

Admission

Please ensure that you have read and completed all appropriate forms. This information is legally required and is essential in the interest of your child's safety.

Enterprise Childcare operates an "Open Door" policy. Please feel welcome to visit our crèches at anytime.

Health and Safety

Children must be signed in and out of the creche. If, for any reason your child will be collected by anyone other than the named adult, creche staff must be informed. Children, for their own safety, cannot be released to "strangers".

We must take other children into consideration, therefore children with sickness/diarrhoea, conjunctivitis, head lice etc. cannot be permitted into the creche room. (Guideline information is available in nursery booklet). The nursery is a "no smoking, no hot liquid" area.

As a safety precaution, we do not allow the use of baby walkers in the creche room.

Child Protection

Enterprise Childcare aims to give every child the best possible care. It complies with The Children's Act (1989), The Children of (Scotland) Act (1995), Protecting Children and Young People (The Charter), The Protection of Children (Scotland) Act 2003.

General Information

Please ensure staff are aware of any changes of information, e.g. new address, new telephone numbers, allergies, illness etc.

Parents must bring their own child's nappies, wipes, bottles and change of clothing. The Project does not have the funding to provide these items.

Please take note of our Notice Board. Registration, Insurance documents, information on child protection and to make any complaints to the Care Commission are on view.

Parents are requested not to give children sweets to bring into the nursery room.

The nursery staff are there to help you, please feel able to discuss with them any matter concerning your child/children.

If you need any further information, please contact:

Enterprise Childcare's Early Years Manager
Jeanette Knox
Telephone: 01475 744404