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BBUFA Crèche

Thank you for enquiring about the BBUFA Crèche. This information sheet has been produced to ensure that our crèches run smoothly and that the children and parents have an enjoyable experience when using the BBUFA crèche.

Background

BBUFA has been successfully delivering crèches for the Rother area since 2002 and work in partnership with many different agencies.

The BBUFA crèches follow Ofsted guidelines and adhere to the welfare standards for the Early Years Foundation Stage.

Our fully qualified team are knowledgeable and experienced in early years and are fully CRB checked and insured. All team members wear the BBUFA crèche uniform and hold a current first aid certificate.

Using our knowledge and experience we tailor each crèche to the ages and needs of the children. We also provide a fruit snack and drink at each session.

Timing guidelines

When booking a crèche you need to allow for enough time for the following;

- Crèche Team to prepare the room (minimum 15 minutes)
- Parents to arrive, sign in their child, complete or update paperwork, settle child in (minimum 15 minutes)
- Training session
- Collection of children and feedback to parents (15 minutes)
- Pack down of room (15 minutes)

First Crèches - We recognise that when parents and children use a crèche for the first time it can be a daunting prospect. It is essential that adequate time is made available for parents and children to help them feel comfortable on their first session and booking additional time for the initial session will aid with this.

Parents, when using the crèche for the first time should be encouraged to fully utilise the allocated settling in period by arriving 15 minutes prior to the start time of the training session to help familiarise their child with the venue and the staff and to ensure that they are confident with the provision.

It can be an unsettling time for children when parents enter and leave the crèche, therefore it is important that parents spend the allocated time before the crèche settling in their children, leaving together just before the training starts. This will help all children to settle more easily.

Please allow plenty of time for your crèche and book enough time! Often the crèche team will be booked for another session at another venue and therefore will not have any spare capacity to stay for any additional time if your training overruns.

An example of crèche timings - for a two hour training session booked in to run from 10-12am ;

Crèche team will need to be booked from 9.30 to prepare the room (9.30 -9.45) the crèche team will be available to help parents settle their children (talk through likes etc) from 9.45-10am.

A crèche is deemed to start when a parent leaves his or her child in our care so it is important that parents do not leave before the training is due to begin and the crèche is due to start. It is helpful that parents leave together to aid the settling in process (see previous note).

Each crèche needs to be booked for an additional 30 minutes (minimum) after your training session has finished to allow the crèche staff time to feedback to each parent on their child and to pack up the room.

Therefore this crèche would need to be booked from 9.30 to 12.30 – parents can settle in children from 9.45am but should not leave them until 10am which is when the crèche starts.

Thank you for enquiring about the BBUFA crèche, we look forward to welcoming you, your parents and their children.

Useful Contact numbers

Crèche Team Leader: Sandra Chambers 07926-171393 Email Sandra@bbufa.org.uk
All crèche bookings contact Leanne Walker: 01424-733067 Email Leanne@bbufa.org.uk
BBUFA Development Manager: Helen Atkin 077 32 555 036 Email Helen@bbufa.org.uk