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Provider



Newbury Gardens  
Day Nursery



Welcome  
Pack

Letter to all parents - Nursery Fees April 2024 - Enrolment Form - Additional Information







Greenham House, Greenham Rd,  
Newbury, West Berkshire RG14 7HS  
Phone: 01635 580980  
[www.newburygardensdaynursery.co.uk](http://www.newburygardensdaynursery.co.uk)

Dear parent,

I have pleasure in attaching a price list, some basic information and details of our admission procedures at Newbury Gardens Day Nursery.

The Nursery opened in October 2013 and has built up a very steady intake of children during this time. If you wish your child to be considered for a place please complete the basic ENROLMENT FORM which serves merely to express your interest and requirements. There is no charge for being on the waiting list and you will be contacted as soon as we are able to confirm a place for your child.

We do fully intend to fill places from the waiting list but priority may be given to parents requesting: an immediate start, as we have to ensure places are filled as soon as possible; to families with more than one child wishing to attend the nursery, and to parents requesting full time places.

Once we are sure that we have a suitable place for your child, we will contact you to confirm the start date and we will send you a PLACE OFFER LETTER requesting a non-refundable £50.00 registration fee and the deposit. The deposit will be £100.00 per day of attendance to be paid, for example if your child will be attending 2 days per week your deposit will be £200.00 + the £50.00 registration fee. The deposit will be refunded to you when your child leaves the nursery (subject to your account being settled and that you give one months notice in writing). The registration fee of £50 is non-refundable. Both the registration fee and deposit are non-refundable should your child not start the nursery. A detailed registration form and agreement will also be sent for your completion. Receipt of these, a copy of your child's birth certificate and the deposit will secure a place for your child. You will then be sent a standing order mandate to complete, which will need to be set up for the day that your child joins the nursery and for the 1st of each month following.

We like you to arrange several (usually 3) short pre-arranged visits usually for the week or two prior to your child starting at the nursery, where you can meet the staff, feel at home with us and complete our ADMISSION FORMS stating your child's current routines and requirements.

On our website you can find our current nursery menus, details of our management team and links to our other nurseries in Reading. Our website address is [www.newburygardensnursery.co.uk](http://www.newburygardensnursery.co.uk)

If you have any further questions please call the nursery on 01635 580980 or e-mail us at [info@ngdn.co.uk](mailto:info@ngdn.co.uk)

Yours sincerely

Emma McCartney  
Nursery Manager

## Newbury Gardens Day Nursery Fees - April 2024

<b>FULL TIME DISCOUNTED RATE</b>	<b>UNDER 2 year olds</b>	<b>OVER 2 year olds</b>
<b>FULL TIME DAILY RATE</b>	76.00	71.00
<b>WEEKLY (5 DAYS)</b>	380.00	355.00
<b>MONTHLY (5 DAYS PER WEEK)</b>	1646.67	1538.33

<b>PART TIME RATES</b>	<b>UNDER 2 year olds</b>	<b>OVER 2 year olds</b>
<b>4 DAYS PER WEEK (weekly fee)</b>	352 .00	320.00
<b>4 DAYS PER WEEK (monthly fee)</b>	1525.33	1386.67
<b>3 DAYS PER WEEK (weekly fee)</b>	264.00	240.00
<b>3 DAYS PER WEEK (monthly fee)</b>	1144.00	1040.00
<b>2 DAYS PER WEEK (weekly fee)</b>	176.00	160.00
<b>2 DAYS PER WEEK (monthly fee)</b>	762.67	693.33
<b>1 DAY PER WEEK (weekly fee)</b>	88.00	80.00
<b>1 DAY PER WEEK (monthly fee)</b>	381.33	346.67

# We offer a vast range of age appropriate activities every day



During each day children will have access to a range of exciting and challenging activities which will suit their individual needs and interests. All children will have daily experiences in the outdoor environment where they can run, jump, slide, balance, use their imaginations, explore the endless opportunities with sand, water and physical equipment on offer. They will be able to practise their skills and learn new skills to help them to

become confident learners. The Nursery is a place where the children can learn, play and explore safely, can build friendships, within structured and open ended play and planned learning experiences. There are opportunities for children to build, create and have their own ideas and share with others with the vast resources we have on offer. We believe this is an excellent foundation for the next stages in children's learning.

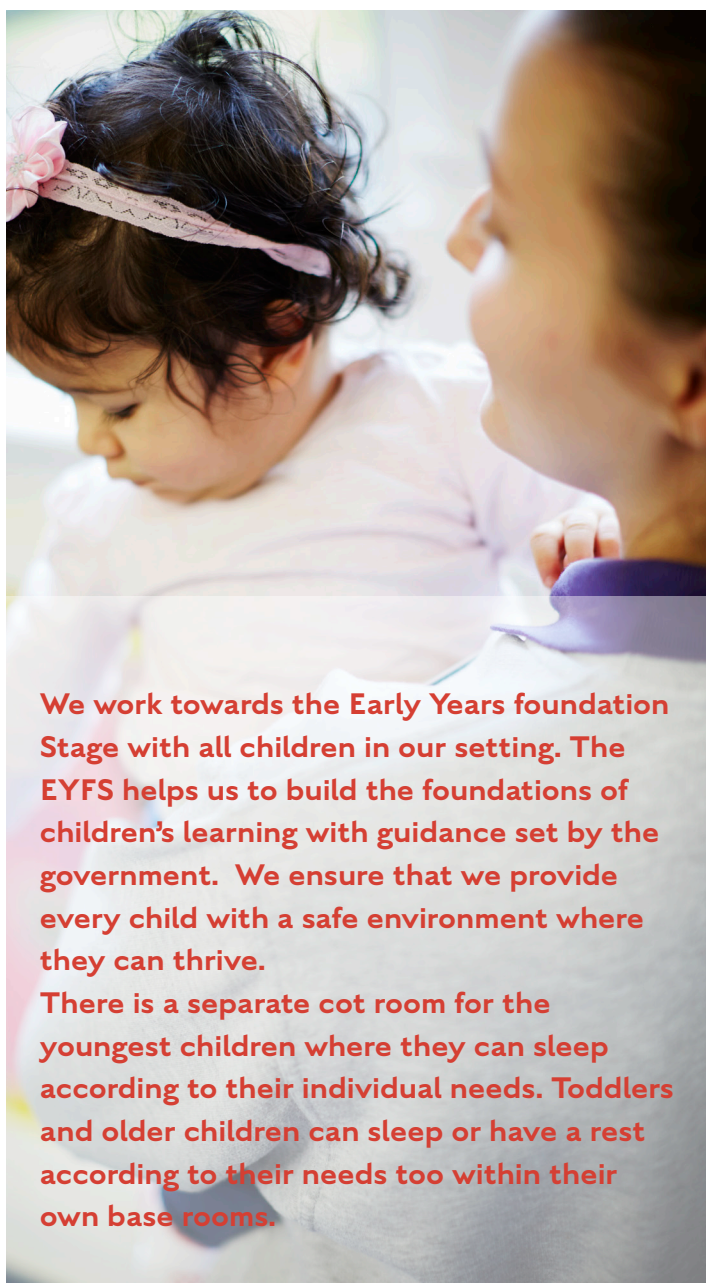


Our toddlers are having fun whilst improving the strength and flexibility in their shoulders. This sweeping action increases their stamina and coordination skills. It allows them to have good shoulder and arm control so they tire less easily when holding a pencil to write and draw.

By picking up small objects with tweezers, we are developing your child's fingers, hands and wrists. This is just one of the fine motor skill activities we encourage. This tweezer activity helps your child progress to grip a pencil effectively for handwriting in the future!



# The early years



We work towards the Early Years foundation Stage with all children in our setting. The EYFS helps us to build the foundations of children's learning with guidance set by the government. We ensure that we provide every child with a safe environment where they can thrive.

There is a separate cot room for the youngest children where they can sleep according to their individual needs. Toddlers and older children can sleep or have a rest according to their needs too within their own base rooms.

## Tess's Kitchen

WE COOK FRESH  
& BALANCED MEALS EVERY DAY



Tess cooks with fresh ingredients daily in our large onsite kitchen to provide the children with Breakfast, a cooked Lunch and Pudding and Tea, as well as snacks.

Fresh drinking water and milk is also readily available for children to drink during the day.

Some of the snacks offered to the children include; bananas, grapes, blueberries, carrots and cucumbers.

The children also participate in cooking activities where Tess teaches them about weighing ingredients and the importance of healthy eating.



Homemade lamb stew





# Quotes taken

from our recent New Parent Questionnaires

"We felt extremely welcomed and we felt that everyone was really knowledgeable"

"We feel that our child's key person is fantastic. She made every effort to make us all feel part of the nursery and she certainly made the transition into nursery an extremely easy process"

"We are extremely happy with Newbury Gardens and can think of nothing that can be improved"

"All staff very informative, reassuring and professional"

"My son felt so welcome he did not want to leave after his first visit"





"Thanks to everyone at the nursery, you are a great team"

"It was great to have quite a few settling in visits it made it so much easier to adapt to the new surroundings and the length of visits were perfect"

"My son's key person has been fantastic and it's been great to always get detailed information on how our boy's day has been. Everyone is very positive which makes us all very welcome"



# NEWBURY GARDENS DAY NURSERY

## Enrolment Form

Please return this form to Newbury Gardens Day Nursery

Email: [info@ngdn.co.uk](mailto:info@ngdn.co.uk) or post to 1 Greenham Road, Newbury RG14 7HS Tel: 01635 580980

It is important that you give us correct and current information so that we are able to make appropriate arrangements to care for your child. If any details change please inform us immediately. Please use BLOCK CAPITALS.

Parent 1: Full Name	Occupation Work address	Work telephone number  Mobile number
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Parent 2: Full Name	Occupation Work address	Work telephone number  Mobile number
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Home address  Postcode	Home telephone number  Email address	Child's full name  Name to be called
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Child's date of birth	Age at start	Child's gender
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Child's expected date of birth	<b>ATTENDANCE Full Time / Part time</b> Please tick days required and complete the proposed arrival and collection times	
Start date required		



EXTRA INFORMATION Please give details or leave N/A

Allergies	Position in family
Diet	Religion  Ethnicity
Medical	Nationality  Language
Immunisations	Disability

There may not be a place available at the time you require.

Do you wish for your child to be put on the nursery waiting list?

If yes, the nursery manager will contact you by phone when a place does become available.

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

Has your child been cared for before on a regular basis?

By a relative, a nursery, a play group, a nanny, or a child minder

How did you hear of us?

Signed (parent or guardian)

Date

For office use only

Date	Follow up call	Initials



*See you soon!*