



**Early Learning Academy**  
Ellesmere Port Campus  
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## Welcome to the Early Learning Academy

We pride ourselves on providing a caring, happy and stimulating environment for every child placed in our care.

We care for children from birth to 5 years.

### Opening times

7.30am to 6.00pm Monday to Friday.

Full and part time sessions available.

Flexible hours available to accommodate course times and shift patterns.

We offer free settling-in sessions

We are open all year round except for statutory bank holidays.

- **Full day: 7.30am to 6.00pm** — includes breakfast, mid-morning snack, lunch and afternoon snack.
- **Am session: 7.30am to 1.00pm** — includes breakfast, mid-morning snack and lunch.
- **Pm session: 1.00pm to 6.00pm** — includes tea.

All meals are freshly prepared by our excellent chef.

All dietary needs catered for.

Drinks are freely available to children throughout the day.

We offer a 10% discount for siblings when both attend on the same day. There is a 5% discount for children who attend full time.

The nursery will closed for Bank Holidays and over the Christmas holidays. There will be no charge for these days.

We are registered for 3 & 4 year old government funding providing parents with 15 hours free entitlement.

### Holidays

2 weeks holidays pro rata may be taken between January and December at 50% of the normal rate.

Extra holiday entitlement for teachers and tutors on request.

### Extra-curricular activities

- Spanish classes
- computer suite
- After school club



## Key worker Policy

Each child is assigned a 'key person' to act as a bridge between home and nursery and they will provide additional support and become attuned to each child's needs. Each child's progress will be recorded in their 'nursery memory book' which is available to view at any time.

## Staff

The majority of our staff hold a childcare qualification and have a blend of maturity, experience and dedication.

## Parents as partners

We endeavour to build strong positive relationships with all our parents and carers. Parents are encouraged to view their child's 'nursery memory book' at any time and parents' evenings are held on a regular basis.

## Equal opportunities

We believe in an inclusive setting by valuing and respecting one other including children, parents and staff. Our commitment to equality will be made evident on a day to day basis through diverse activities and exploring the world around us. We provide support for children with special educational and physical needs by nurturing each child and encouraging them to reach their full potential promoting individuality.

Whether you are looking for a secure, content, peaceful environment for your precious new-born or a slightly more structured pre-school day for your lively toddler please feel free to come along to our open day and view our excellent facilities and have a friendly chat with one of our highly qualified staff.

In the meantime if you would like any further information please feel free to contact us on **01244 656480**

**We look forward to meeting you.**

