



## FACILITIES POLICY

Berkhampstead Day Nurseries are situated on Pittville Circus Road and Copt Elm Road. Our Pittville Circus nursery is adjacent to the main school. The premises are very spacious with large airy base rooms, high ceilings and lots of natural light. The rooms are finished off to a very high standard. There is a Baby Suite and a Nursery Department. We have close contact on a regular basis with The Early Years Department at Berkhampstead School.

Our outside space at Pittville Circus consists of three areas. An enclosed nature garden area to which the Wise bears and Teddy Bears have free flow access and a more spacious open garden which the whole Nursery uses, and an Under 2's garden. The Nature Garden area has a range of learning areas, such as bug hunting, story area, gravel pit and a mud kitchen. This is accessible to all ages and can be use in small groups for specific activities. The large garden is split into different areas such as sand/water play, and physical. We also encourage children to grow their own vegetables and flowers in both gardens.

Our outdoor space at Charlton Kings consists of two areas. One spacious garden which the whole nursery can use, including a nature area for the children to access in smaller groups, and a free flow area from our Wise Bears room. The nature area has a range of learning opportunities to develop the children's awareness to different senses and exploring wildlife. The main garden is split up into different areas such as imaginative play, mark making, sand, water, a digging area, planting and physical play, as well as having a story area, and quiet area. The Wise bears free flow/nature area will have lots of learning areas, such as bug hunting, mud kitchen, vegetable allotment, planting, nature activities. This area is accessible to all children and can be used in small groups for specific activities.

The main Day Nursery building at Pittville Circus is at ground level and facilities include:

1. **Cloakroom areas** – where children have space to keep their personal belongings during the day
2. **2 Offices** – offering privacy for meetings
3. **Dining Area** – where children will come together to enjoy meals/snacks in a family atmosphere
4. **2 spacious classrooms with free flow** (Teddy Bears and Wise Bears)
5. **Bathrooms and Laundry Room**
6. **Kitchen**
7. **Staff toilets**
8. **Library**
9. **Sensory Room**

On the first floor the facilities include:

1. **Under 2s** – consisting of two spacious classrooms (Bear Cubs & Cuddly Bears)
2. **Classroom** for Fuzzy Bears
3. **Changing Area** – for toddlers' personal care
4. **Staff Room**
5. **Two Sleep Rooms**

The Day Nursery is also equipped with disabled toilets and a lift. Doorways are wide to accommodate wheelchair users.

## **Facilities**

**The Bathroom** - A spacious area containing 3 individual child-sized toilets and child-sized hand basins. When a toddler is ready to be toilet-trained, potties are provided.

Toilet training is handled sensitively and with the minimum of disruption to your child. Children will be encouraged to wash their hands before eating and after using the toilet. They are also encouraged to use an anti-bacterial hand gel.

**Outside Play Areas** – We have two main outside play spaces. The main playground is equipped with large sandpit, water trays, telly tubby hill and various ride-on toys. We also have a separate nature garden equipped with a mud kitchen, small world and construction area a story area and a planting area.

## **Other facilities available:**

- Use of the school gym
- Use of school library
- Use of the school playground
- Use of the school cookery room
- Fund raising events
- Day Trips/Walks to local parks, library, forest school
- Visits from outside agencies
- Music and Movement sessions.
- Multi Use Games Area - (MUGA)

The main Day Nursery building at Charlton Kings is at lower ground level and facilities include:

1. **2 Offices** – offering privacy for meetings
2. **Dining Area** – where children will come together to enjoy meals/snacks in a family atmosphere
3. **Toilets** –including accessible toilet
4. **Kitchen** – on site

On the ground floor the facilities include:

1. **Office**
2. **Library**
3. **2 Classrooms** for Fuzzy Bears and Teddy Bears

Policy reviewed – January 2025

Policy to be next reviewed – January 2026 Day Nursery Manager

4. **Changing Area** – for toddlers' personal care
5. **Access to Wise Bears**

On the upper ground floor the facilities include:

1. **Under 2's rooms** – consisting of two spacious classrooms (Bear Cubs & Cuddly Bears)
2. **Changing Area** – for babies and toddler's personal care
3. **Sleep room**
4. **Sensory room**

On the top floor the facilities include:

1. **Staff Kitchen**
2. **Staff room**
3. **Staff Office**

The Day Nursery is also equipped with disabled toilets.

### **Facilities**

**The Bathroom** - A spacious area containing 2 individual child-sized toilets, a potty cubicle and a child-sized hand basin. When a toddler is ready to be toilet-trained, potties are accessible.

Toilet training is handled sensitively and with the minimum of disruption to your child. Children will be encouraged to wash their hands before eating and after using the toilet. They are also encouraged to use an anti-bacterial hand gel.

**Outside Play Areas** – We have two main outside play spaces. The main playground is equipped with large pirate ship/sandpit, water trays, Climbing equipment, and small nature area. We also have a separate nature garden equipped with a mud kitchen, a story area and a planting area.

### **Other facilities available:**

- Extra curriculum area – gym equipment, physical/PE activities
- Fund raising events
- Day Trips/Walks to local parks/library/forest school
- Visits from outside agencies
- Music and Movement sessions.