



huish
NURSERIES

Huish Nurseries Handbook

 Inclusive  Equity  Innovation

Welcome to our Nurseries

We take great pleasure in welcoming you and your child to Huish Nurseries. The aim of this booklet is to provide you with some of the key information you need to help support your child with starting their 'learning journey' with us.

Huish Nurseries operate four established nurseries, catering for families by offering safe, reliable early years development from 8 a.m. to 6 p.m. Monday – Friday 50 weeks of the year.

Our vision, shaped collectively by practitioners across the Huish Nurseries, is to provide a nurturing, inclusive, and high-quality early years education. We focus on supporting each child's unique development, preparing them for future success through age-appropriate, yet challenging learning experiences. Strong partnerships with families, schools, and communities ensure consistent practices and smooth transitions. Our commitment to equity means celebrating diversity and making our nurseries accessible to all. We prioritise health, safety, and wellbeing, promoting positive behaviours, mindfulness, and healthy lifestyles, while also fostering innovation and environmental awareness to prepare children for the future.

About Huish Nurseries

We operate in four different sites, Nerrols Primary School, Lyngford Park Primary School, North Town Primary School and North Curry Primary School.

We offer care from 8.00am to 6.00pm split into morning sessions (8:00am – 1:00pm), afternoon sessions (1:00pm- 6:00pm) or a whole day. North Town and Nerrols offer an additional paid session of (1:00pm-4:30pm)

We offer a very high quality of education for 2- 4-year-olds (from 6 months at North Curry), equipping them with the skills they require for "big school" and their lives ahead. We have intakes throughout the year.

Nursery Staff

Our staff are all qualified Early Years Practitioners, that hold a relevant level 2, 3 or higher qualification. We are fully committed to ensuring the children in our care are safe; our staff are all DBS checked before starting work in our nurseries. The same applies to students over the age of 16, apprentices and volunteers.

Key Worker

Each child is allocated a key worker with whom you can communicate on a regular basis, sharing information about the activities your child has been taking part in and the exciting

progress s/he has made. We hope you will share any important changes with us and any other relevant information to assist us in continuing to provide the best possible environment to meet your child's needs. If your Key Worker is not in the Nursery, please feel free to talk to any of the other members of staff.

Settling in

Settling in is a very important part of starting at a new setting so you and your child are both relaxed and happy.

We offer flexible settling in visits after the registration paperwork has been completed. This will help your child familiarise themselves with the nursery and start to build positive relationships with our staff for short periods of time before starting with us.

Children settle at different rates, so we will work very closely with you to develop a plan that is suitable for you and your child's individual needs. This can be very flexible and will ensure a gradual build-up to staying for a full session if necessary.

If you are anxious about leaving your child, or think the transition may be difficult, please come and talk to us. We have several methods of supporting children through this period and wish to work with you to find the most effective way.

At the start of the session a member of staff will meet you at the door to welcome your child into nursery. We kindly ask that parents refrain from entering the nursery room and stay in the coat area during drop off and collection.



What does my child need to bring to nursery?

We ask that you provide:

Spare clothes

Wellies

Bottle of water (we will refill throughout the day)

Lunch box, if you are providing meals from home

Nappies

Wet wipes

Coat

Sun cream

Sun hat

Please could all items be clearly name labelled. We kindly ask for your child not to bring toys from home into nursery, they can be easily lost or damaged. A name labelled comforter is acceptable.

At the end of the session

You are welcome to collect your child at any time in their session, however, please ensure your child is collected by the finishing time of their session. If you arrive in the final few minutes of their session, you are unlikely to receive a full handover of their day. Please always let us and your child know who is collecting. If you are late collecting our late collection fees will apply.

What if I cannot collect my child?

In an emergency, contact the nursery to let us know who will come in your place. We use a password system in these circumstances where we ask you to provide a password that the adult picking them up knows and tells us when we ask. During your registration we will ask you to provide us with names and details of anyone who might collect your child from the nursery. We will use this to check when someone else collects your child. We will not let your child go home with someone else without your permission even if the person is known to us.

What if my child is ill?

If your child becomes unwell whilst in nursery, we will call you and may ask you to collect them. Before your child starts in nursery, we will ask you to inform us of any relevant medical details we need to know and, in some cases, medical plans will need to be put in place before your child begins. We will ask you to provide emergency contact numbers and to keep us well informed of any changes in these details so that if your child becomes ill or has an accident in nursery either you or someone you nominate can be contacted swiftly. It is our policy that if children have suffered from sickness or diarrhea, then they should have a period of 48 hours since their last bout of sickness or diarrhea before returning to nursery.

If your child has head lice, please tell a member of staff and please treat your child's hair.

Attendance and absence

Attendance in nursery is not compulsory but we do recommend your child attends on a regular basis and at a regular time to ensure they are well settled and are familiar with our routine. We often have a waiting list and therefore would prefer children registered with us are attending and using their place. We would kindly ask you report your child's absence on the Famly App or by ringing the nursery directly.

Parental Involvement

We pride ourselves in having built wonderful relationships with our parents/ carers. We really encourage and support parents/carers to engage in professional but welcoming relationships with all our staff and we will keep you up to date with relevant information. We provide regular observations through the Family app of your child's individual learning journey. We also provide daily blogs via the Family newsfeed with photos and some detail about what we have been up to in nursery that day. There will be 'handovers' at drop off and pick up times, this gives you an opportunity to talk to a staff member twice a day. We hold regular events such as a Christmas Party, Easter Egg Hunt, School Leavers Party amongst others to further engage parents in their child's nursery life. We welcome parents to come into nursery to talk about their careers when we are focusing on a particular topic related to a parent's job.

Snack Time

During each session we have snack time, which is included in the cost of the session. Children are invited to come to the kitchen area for a drink and a snack. We follow the school's healthy eating policy and offer milk or water to drink. The snack is usually fruit with crackers or breadsticks etc.



How do I pay for my sessions?

If you pay for your child's sessions you will see your invoices through the Family app where you can also make payment, either through Direct Debit, Debit Card or a Childcare Voucher Scheme. Payments must be made in advance, due on the 1st of each month. Please read and sign the fees policy carefully.

Early Years Entitlement?

We accept 2-year-old funding, 3-year-old universal funding and the extended 30-hour funding from 9 months up. If you are eligible for the 2-year-old funding, you will have to show the Nursery Manager or Nursery Administrator evidence of this. Children become eligible for the 3-year-old Early Years Entitlement funding from the start of the funding period after their third birthday - 1st September, 1st January or 1st April. You will need to apply for the 2 year old working families funding or 30-hours extended entitlement and will need to provide us with a copy of your child's birth certificate and fill out a funding consent form which needs to include

the funding code and your national insurance number. Further information about funding is available in our Fees Policy.

How many hours childcare can you get per week?

Age 9 months – 2 years		
Working families		
11	Hours	Now
22	Hours	Sept 2025

Age 2–3 years		
Families receiving government support		
11	Hours	Now
Working families		
11	Hours	Now
22	Hours	Sept 2025

Age 3–4 years		
All parents		
11	Hours	Now
Working families		
22	Hours	Now

Fee structure 2025-2026

	Morning session	Afternoon session	Afternoon Session -NT and NR only	Full day
	08:00 – 13:00	13:00 – 18:00	13:00-16:30	08:00 – 18:00
Age 6-24 months (£8.00 per hour)	£40.00	£40.00	£28.00	£80.00
Age 2 (£7.50 per hour)	£37.50	£37.50	£26.25	£75.00
Age 3-4 (£7.00 per hour)	£35.00	£35.00	£24.50	£70.00

Early Years Pupil Premium information for Parents/ Carers

Nurseries can claim extra funding through the Early Years Pupil Premium to support children's development, learning and care. The link below takes you to the online form that has 3 pages and will take 2 to 3 minutes to complete.

[Apply for Early Years Pupil Premium - Somerset Council](#)

What if my child stays for lunch?

Lunch is available at an additional cost through the school kitchen during term time, or you have the option to provide a packed lunch for your child. Please let the Nursery Manager or Nursery Administrator know if you would like to order a lunch for your child with at least 2-weeks' notice.

We kindly ask if you are providing a packed lunch that a maximum of one 'sweet' option is provided, e.g., chocolate bar, cookies etc. We do not allow fizzy drinks or energy drinks. We can provide you with an example of a standard lunchbox if you are struggling with ideas of what to pack.



Safeguarding

Everyone has a duty to safeguard children. Our nursery staff are all safeguarding trained and have responsibility for children's welfare and safety. If as a parent you have a safeguarding concern, please report them as soon as possible to the Designated Safeguarding Lead in the nursery or school. There are posters around the school of the Designated Safeguarding Leads. In the nursery, this will generally be the Nursery Manager.

Clothing in nursery

Please consider the following:

Name your child's clothing and items entering nursery

Clothing that is easily removable for independent toileting

Shoes that your child can put on and take off independently

Old clothing or have a 'nursery wardrobe', your child is likely to get messy at nursery and we will not continuously interrupt their play with putting aprons on, so please ensure they are wearing clothing that is ok to get messy

Appropriate clothing for the weather



Thank you for choosing Huish Nurseries and we look forward to watching your child grow with us. Please do not hesitate to contact any member of the nursery team if you have any further questions.

