

Nurseries Policies

Sussex House Nursery and Wendy House Nursery

*Sussex House Nursery
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Associated Policies:
Health and Safety Policy

The BSUH NHS Trust nurseries request that children should attend the session in clothing suitable for their busy day. Clothing should be loose, comfortable clothes that wash easily. Due to the diverse learning experiences and activities we would highly recommend that children do not attend in expensive clothing and footwear.

We will:

- Provide and encourage children to wear aprons when they are painting and gluing but we will not insist that they do.
- Clothes may get splashed with paint etc. Staff we try not to inhibit or interrupt the child's enjoyment of these activities.
- Staff will ensure that children are dressed appropriately for indoor and outdoor play and if necessary will adjust each child's clothing during the day.
- Staff will display a sensitive approach to each child's comfort and will support with their self-help attempts in getting dressed and undressed.
- Children are encouraged to use self-help skills to dress themselves. Staff will monitor clothing and will assist in ensuring it is appropriate for the weather conditions.
- Staff will regularly discuss the weather and seasons which will incorporate appropriate clothing.
- Staff will display a sensitive approach to cultural differences in both attitudes to dress and in dressing procedures.
- Staff will change children immediately from clothing which is wet or soiled or has excessive food, paint or dirty/wet from outdoor play.
- Staff if possible will soak clothing that has excessive paint or glue but unfortunately these may on occasions still stain.
- Staff will communicate and provide information to families in relation to clothes that support children with independence for example elasticated waists for toileting.

We request for parents and carers:

- To provide spare clothing in a named fabric bag (No plastic carrier bags please)
- To name clothing, shoes and other belongings
- Parents/Carers are required to supply all nappies, creams, wipes are optional and barrier creams such as Vaseline or Sudocrem. The nursery will provide wet wipes. If these items are not provided it may be necessary for us to use our supplies, which are limited.
- Children to be dressed suitably for the weather conditions. Though maybe not required for transporting to and from nursery, children should have an outdoor

jacket/coat to enable them to play outdoors in cold or wet weather.

- Parents and carers should provide suitable footwear and clothing that enables children to safely run, climb and engage in various experiences.
- Flip flops or backless shoes are not suitable due to the safety hazards of outdoor play
- Please ensure that your child has a sun hat in warm weather and suitable outdoor clothing (coats) in the wet or cold weather including a pair of wellington boots
- Please provide additional indoor footwear if your child arrives in wellington or winter boots.
- Please provide suitable enclosed shoes for outdoor use if your child arrives in 'open toe' sandals.
- For early independence in the bathroom the children need easily manageable trousers and clothes.

The nursery has a supply of clothing to be used when necessary. If your child does go home with any nursery items they must be returned washed as soon as possible to ensure the nursery has enough suitable clothes.

A lost property box is situated in the nursery and parents/carers are encouraged to regularly check for any belongings. The lost property box will be reviewed every 6 months and items unclaimed will be dispensed of.

Brighton and Sussex University Hospital Trust cannot accept responsibility for items that may get lost or damaged.

Children's Jewellery:

The wearing of jewellery by children in the busy nursery environment can present a potential hazard to both the child wearing the jewellery and the risk such as that of choking that the jewellery poses to other children.

- Earrings should be studs only
- No necklaces. For ethnic or cultural reasons this will be discussed with the nursery manager and will be removed at sleep/rest times
- No bangles or bracelets
- 'Birthday Badges' to be worn at circle time / 'show and tell' but removed during play.

Amber Beads

Due to the recently publicised dangers of Amber Beads the nursery requests that no Amber necklaces to be worn however an Amber anklet is permitted if covered by a sock otherwise this will be removed.

Ethnic and Cultural Jewellery

The wearing of ethnic jewellery will be dealt with on an individual basis, through discussion with the parent, key worker and nursery manager to arrive at a solution that is acceptable to all. Staff will be vigilant in ensuring that these do not present a risk as the child engages in other nursery activities and insist that items are removed before climbing or going outside

Staff Attire and Belongings:

At all times staff will attend work dressed in comfortable but appropriate clothing which reflects the professional expectations of Brighton & Sussex University Hospitals. Staff will not be dressed in a manner that conflicts with Health, Hygiene, Safety or Decency. Nursery Managers reserve the right to ask staff members to change or vary their attire if inappropriate.

- Belonging should be kept in lockers and secured areas
- Mobile phones and cameras other than those belonging to BSUH NHS Trust should not be taken into playroom but left in areas not accessed by children.
- Uniform will be provided of polo shirts, sweatshirts and fleeces
- Staff will be required to purchase black or navy trousers. No Jeans. During the summer period (May to September) staff will be able to wear white, khaki and beige trousers.
- Shorts can be worn in the summer but of longer length and of all 5 colours listed above. Skirts of knee length black or navy.
- Leggings or tracksuit bottoms can be worn if smart, good quality and not see through.
- Shoes should be enclosed and flat. Indoors shoes for carpeted areas should not be worn outside or in toileting areas. Bare feet not allowed outside, corridor's, kitchen or toileting areas.
- Nails should be short and manicured. No gel nails or fake nails as they support fungal growth. Nail varnish should be kept to clear or nude colours only with no glitter. Nail varnish that does not meet required specification will be asked to be removed.
- Make up should be discreet.
- Tattoos should not be visible if possible
- Hair should be clean, neat and tidy. Extreme hair colours are not acceptable.
- Long hair should be tied when dealing with food or personal care.
- Jewellery consists of: a small watch, flat bracelet with no dangly charms. One charity band (no festival / concert admission bands). Only one item to be one in total. Rings that are raised or embellished should be removed in areas where there is child contact. One discreet necklace.
- Staff should attend work with suitable clothing to support the children in their play and learning experiences throughout the day for example suitable jacket or coat for outdoors, suitable footwear for wet weather.

Please refer to separate staff policy for additional uniform and dress code information for staff

Reviewed and Written 10th July 2017

Mrs Tracey Gregory, Brighton & Sussex University Hospitals Childcare Services Manager

Mrs Lorraine Brunton, Wendy House Nursery Manager, Princess Royal Hospital

Mrs Samantha Scott, Sussex House Nursery Manager, Royal Sussex County Hospital