

# Kiddicare Parent Pack

2024/25

MAYOR OF LONDON'S



a member of





Welcome to Kiddicare Nursery, where excellence meets warmth in childcare. As proud recipients of a 'Good' rating from OFSTED, we uphold the highest standards of care, education, and safety for your little ones. Our nurturing environment fosters a sense of belonging and encourages exploration, ensuring every child's unique journey is supported with enthusiasm and dedication.

Included in our comprehensive parent pack are transparent pricing details and further information, empowering you to make informed decisions about your child's education and well-being. Beyond our esteemed accreditation, Kiddicare Nursery boasts a vibrant community spirit, where morale is high, and support for children is paramount.

Our professional team is not only experienced but deeply passionate about nurturing young minds, creating an inviting atmosphere where children thrive. Join us at Kiddicare Nursery, where every day is an adventure in learning and love.

Kiddicare Nursery Pinner and Friern Barnet are two nurseries owned by the Director Maryam. As a local family-run establishment, we deeply embody and uphold local family values at the heart of our operations. With many years of working in the childcare industry and cultivating a real sense of community, Kiddicare has dedicated herself to providing exceptional care and education for children in the Pinner and Friern Barnet areas.



**Our aim** is to cultivate a nurturing community where each child feels empowered to explore their potential, supported by dedicated staff who prioritize individual growth and well-being.

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# Parent Handbook: EYFS



## **Children's development and learning**

### **We aim to ensure that each child:**

is in a safe and stimulating environment  
is given generous care and attention, because of our ratio of qualified staff to children, as well as volunteer helpers  
has the chance to join in with other children and adults to live, play, work and learn together  
is helped to take forward her/his learning and development by being helped to build on what she/he already knows and can do  
has a personal key person who makes sure each child makes satisfying progress  
is in a setting that sees parents as partners in helping each child to learn and develop  
is in a setting in which parents help to shape the service it offers

## **Parents:**

- You are regarded as members of our setting who have full participatory rights. These include a right to be:
- valued and respected
- kept informed
- consulted
- involved
- included at all levels

## **Kiddicare Aims:**

- provide high quality care and education for children
- work in partnership with parents to help children to learn and develop add to the life and well-being of the local community
- offer children and their parents a service that promotes equality and values diversity

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# Parent Handbook: EYFS



## *The Early Years Foundation Stage*

Provision for the development and learning of children from birth to five years is guided by the Early Years Foundation Stage. Our provision reflects the four overarching principles of the *Statutory Framework for the Early Years Foundation Stage* (DfE 2021):

- *A Unique Child:* Every child is a unique child who is constantly learning and can be resilient, capable, confident and self-assured.
- *Positive Relationships:* Children learn to be strong and independent through positive relationships.
- *Enabling Environment:* Children learn and develop well in enabling environments with teaching and support from adults, who respond to their individual interests and needs and help them to build their learning over time. Children benefit from a strong partnership between practitioners, parents and/or carers.
- *Learning and Development:* Children develop and learn at different rates. The framework covers the education and care of all children in early years provision including children with special educational needs and disabilities (SEND).

Our educational programmes support children to develop the knowledge, skills and understanding they need for:

### Personal, social and emotional development

- self-regulation
- managing self
- building relationships

### Physical development

- gross motor skills
- fine motor skills

### Communication and language

- listening, attention and understanding
- speaking

### Literacy

- comprehension
- word reading
- writing

### Mathematics

- number
- numerical patterns

### Understanding the world

- past and present
- people, culture and communities
- the natural world

### Expressive arts and design

- creating with materials
- being imaginative and expressive-



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# Parent Handbook: EYFS

## How we provide for learning and development

Children start to learn about the world around them from the moment they are born. The care and education offered by our setting helps children to continue to do this by providing all the children with interesting activities that are appropriate for their age and stage of development. The *Areas of Learning and Development* comprise.

For each area, the level of progress that children are expected to have attained by the end of the Early Years Foundation Stage is defined by the Early Learning Goals. These goals state what it is expected that children will know, and be able to do, by the end of the reception year of their education.

We refer to non-statutory curriculum guidance to support our professional judgment as we assess each child's progress and level of development as they progress towards the Early Learning Goals. We have regard to these when we assess children and plan for their learning by creating a curriculum that is ambitious and meets every child's needs.



## Our approach to learning and development and assessment

### Learning through play:

Being active and playing supports young children's learning and development through doing and talking. This is how children learn to think about and understand the world around them. We use the EYFS statutory education programmes to plan and provide opportunities which will help children to make progress in all areas of learning. This programme is made up of a mixture of activities that children plan and organise for themselves and activities planned and led by practitioners.

### Characteristics of effective learning

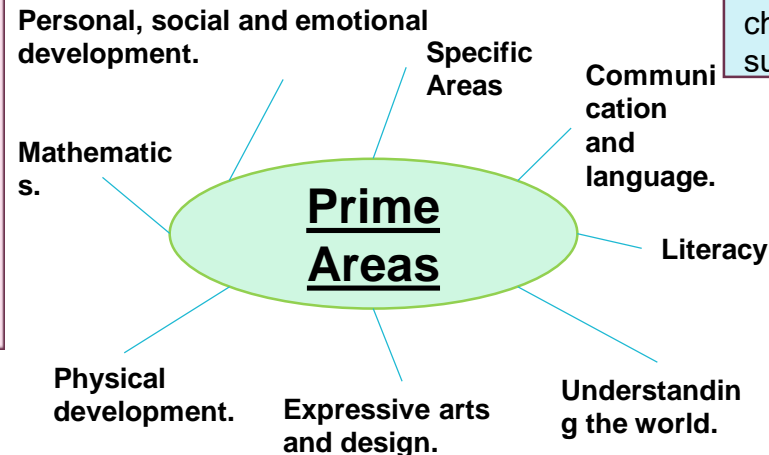
We understand that all children engage with other people and their environment through the characteristics of effective learning that are described in the Early Years Foundation Stage as:

- playing and exploring – engagement
- active learning – motivation
- creating and thinking critically - thinking

### Records of achievement/learning journeys

We keep a record of achievement/learning journey for each child. Your child's record of achievement/learning journey helps us to celebrate together her/his achievements and to work together to provide what your child needs for her/his well-being and to make progress.

Your child's key person will work in partnership with you to keep this record. To do this you and she/he will collect information about your child's needs, activities, interests and achievements. This information will enable the key person to identify your child's progress. Together, we will then decide on how to further support your child's learning and development.



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# Parent Handbook: Setting info

## Working together for your children

We maintain the ratio of adults to children in the setting that is set by the Safeguarding and Welfare Requirements. We also have volunteer parent helpers, where possible, to complement these ratios. This helps us to:

- give time and attention to each child
- talk with the children about their interests and activities
- help children to experience and benefit from the activities we provide
- allow the children to explore and be adventurous in safety

## Joining in

Our setting has a rota which parents can join if they would like to help at a particular session or sessions of the setting. Helping at the session enables parents to see what the day-to-day life of our setting is like and to join in helping the children to get the best out of their activities.

Parents can also offer to take part in a session by sharing their own interests and skills with the children. We welcome parents to drop into the setting to see it at work or to speak with the staff/management.

## Kiddicare opening times & info

- Kiddicare operates year-round, with openings every week, **Monday through Friday**.
- We are **closed** on **Public Bank Holidays**.
- Our hours of operation are from **8:00 am to 6:00 pm**.
- We offer care for children aged **3 months to 5 years old**.



## How parents take part in the setting

Our setting recognises parents as the first and most important educators of their children. All our staff see themselves as partners with parents in providing care and education for their children. There are many ways in which parents take part in making our setting a welcoming and stimulating place for children and parents, such as:

- exchanging knowledge about their children's needs, activities, interests and progress with our staff
- contributing to the progress check at age two
- helping at sessions of the setting
- sharing their own special interests with the children
- helping to provide and look after the equipment and materials used in the children's play activities
- being part of the management of the setting, where appropriate
- taking part in events and informal discussions about the activities and curriculum provided by the setting
- joining in community activities, in which the setting takes part
- building friendships with other parents in the setting

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# Parent Handbook: Settling Info

## Key person and your child

Our setting uses a key person approach. This means that each member of staff has a group of children for whom she/he is particularly responsible. Your child's key person will be the person who works with you to make sure that the childcare that we provide is right for your child's particular needs and interests. When your child first starts at the setting, she/he will help your child to settle and throughout your child's time at the setting, she/he will help your child to benefit from our activities.

## Learning opportunities for adults

As well as gaining childcare qualifications, our staff take part in further training to help them to keep up-to-date with thinking about early years care and education. We also keep up-to-date with best practice, as a member of the Early Years Alliance, through *Under 5* magazine and other publications produced by the Alliance. Occasionally, we hold learning events for parents. These usually look at how adults can help children to learn and develop in their early years.

## The setting's timetable and routines

Our setting believes that care and education are equally important in the experience which we offer children. The routines and activities that make up the day in our setting are provided in ways that:

- help each child to feel that she/he is a valued member of the setting
- ensure the safety of each child
- help children to gain from the social experience of being part of a group
- provide children with opportunities to learn and help them to value learning

## The session\*

We organise our sessions so that the children can choose from, and work at, a range of activities and, in doing so, build up their ability to select and work through a task to its completion. The children are also helped and encouraged to take part in adult-led small and large group activities, which introduce them to new experiences and help them to gain new skills, as well as helping them to learn to work with others.

Outdoor activities contribute to children's health, their physical development and their knowledge of the world around them. The children have the opportunity, and are encouraged, to take part in outdoor child-chosen and adult-led activities, as well as those provided in the indoor playroom(s).





# Parent Handbook: Settling Info

## Medicines:

All medicines brought into nursery will need to be recorded and we will require your signature to authorise the administration. All medicines must be in the original container, labelled with your child's name, the dosage required and the date that it was prescribed. Any medicines not meeting these criteria cannot be administered. We are not able to administer the first dose of a prescribed medicine. Therefore, children must have had the first dose at home a minimum of twenty four hours prior to coming to nursery.

## Illnesses

Parents should inform the nursery if the child will not be attending nursery due to illness.

We generally follow the guidance for schools and nurseries issued by Public Health England, although we may take a company view and extend the exclusion periods for certain illnesses. Children may not attend nursery whilst infectious and, in the event of sickness and diarrhoea, may not be admitted for 48 hours after the last bout of illness.

## Clothing

We provide protective clothing for the children when they play with messy activities. We encourage children to gain the skills that help them to be independent and look after themselves. These include taking themselves to the toilet and taking off, and putting on, outdoor clothes. Clothing that is easy for them to manage will help them to do this.

## Snacks and meals:

Our aim is to provide a balanced, nutritious and varied menu, which is appealing and appetising to all of the children in our care. Our menus are displayed on the 'parents' information' board in the reception area.

We make snacks and meals a social time at which children and adults eat together. We plan the menus for snacks and meals so that they provide the children with healthy and nutritious food. Please tell us about your child's dietary needs and we will plan accordingly.

## Food Allergies

If your child suffers from an allergy, the nursery manager and the key person will carry out a risk assessment during the settling in visits. A care plan and emergency procedures will be agreed with you, based on the information provided to us. If required, we will work with health visitors and other medical professionals to ensure that we are able to meet your child's needs. The nursery cook will always provide a suitable alternative, as similar to the original meal as possible.

We do not use nuts or nut products in our foods.



# Parent Handbook: Policies

Our team is readily available to discuss our comprehensive policies and procedures with you. Copies of these documents are easily accessible in our reception area and office. These policies serve as guiding principles to ensure the delivery of high-quality services and to enhance the overall experience for each child and their parents within our nursery setting. Through collaborative efforts between our staff and parents, we continuously review and refine our policies annually. This process ensures that our policies effectively support our commitment to providing exceptional care and service to our members and the wider community.

## Special educational needs

To make sure that our provision meets the needs of each individual child, we take account of any special educational needs a child may have. We work to the requirements of the Special Educational Needs and Disability Code of Practice: 0 to 25 years (2015). Our Special Educational Needs Co-ordinator is

**Maryam Jafarzada**

## Information we hold about you and your child

We have procedures in place for the recording and sharing of information [data] about you and your child that is compliant with the principles of the General Data Protection Regulations (2018) as follows:

The data we collect is

1. Processed fairly, lawfully and in a transparent manner in relation to the data subject [you and your family]
2. Collected for specified, explicit and legitimate purposes and not further processed for other purposes incompatible with those purposes.
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which data is processed.
4. Accurate and, where necessary, kept up to date.
5. Kept in a form that permits identification of data subjects [you and your family] for no longer than is necessary for the purposes for which the personal data is processed.
6. Processed in a way that ensures appropriate security of the personal data including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

When you register your child with us, we will provide you with a privacy notice that gives you further details of how we fulfil our obligations with regard to your data.



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# Parent Handbook: Policies

## Safety, Accident/Incident

Your children's safety is imperative to us and this is why we have CCTV installed for everyone's safety. We also carry out risk assessment several times during the day and our staffs are trained on children's health and safety and on things like First Aid and administering medicines.

If your child has an accident at the nursery, you will be informed upon collection and asked to sign an accident form. In the event of a bump to the head, you will be informed immediately by telephone. Your child will be monitored and, in most cases, will be able to continue with their day as normal. In the event of an accident causing concern, you will be asked to collect your child and a visit to your GP recommended.

## Safeguarding children

Our setting has a duty under the law to help safeguard children against suspected or actual 'significant harm'. Our employment practices ensure that people looking after children are suitable to fulfil the requirements of their role and help to protect children against the likelihood of abuse in our setting and we have a procedure for managing complaints or allegations against a member of staff.

Our way of working with children and their parents ensures that we are aware of any problems that may emerge and can offer support, including referral to appropriate agencies, when necessary, to help families in difficulty.



# Parent Handbook: Fee's & Notices

## Fees

The fees for contracted sessions must be paid on a monthly basis in advance by direct debit, which will be collected on the first day of the month. Late payments will be subject to a charge of up to £25 per week.

You will be charged for each session that you have booked, regardless of whether your child attends.  
For your child to keep her/his place at our setting, you must pay the fees. We are in receipt of nursery education funding for two-, three- and four-year-olds; where funding is not received, then fees apply.

## **Late collection of a child**

If you are going to be late collecting your child, please let us know as soon as possible. We may make a charge of £20 for every 15 minutes that you are late.

Parents/guardians will be contacted along with all emergency contacts provided on the registration form for collection. Two members of staff will remain on site and will follow safeguarding procedures liaising with the social care or out of hours team.

## **NOTICE PERIOD**

We require one full calendar months' notice to cancel your child nursery place or reduce sessions.

A full calendar month notice is required in writing to leave the nursery or request to change any permanent session. If parents choose to leave the nursery prior to the end of notice period, fees will be charged giving one month notice. Please refer to the terms and conditions for withdrawal once your child begins to claim government funding as this is different from the above and requires two months' notice for leaving the nursery.



# Parent Handbook: Starting at our setting

## **Beginning at Kiddicare:**

### The Initial Days:

Ensuring your child's comfort and happiness is our top priority as they embark on their journey with us. Our dedicated staff will collaborate with you to create a personalized settling-in plan tailored to your child's needs and preferences.

We aim for both you and your child to fully embrace our setting, finding our activities engaging and enriching. Our team is readily available to discuss your thoughts, ideas, or any questions you may have, fostering open communication and collaboration.

Should you have any compliments or concerns regarding your child's care or any aspect of our nursery, we encourage you to reach out to the nursery manager/director as your first point of contact. Your feedback is invaluable in ensuring we continually enhance our services to meet the needs of our Kiddicare community.

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# Price List

## 2024/25

	Sessions	
Full Day	Morning	Afternoon
8:00 am – 18:00 pm	8:00am – 13:00pm	13:00pm – 18:00pm

### 0 – 2 Years

Full day rate:  
£73

5 full days	£73	£1581.66	5 Half Day AM/PM	£36.50	£790.83
4 full days	£73	£1265.33	4 Half Day AM/PM	£36.50	£632.66
3 full days	£73	£949	3 Half Day AM/PM	£36.50	£474.50
2 full days	£73	£632.66			

### 2 - 5 Years

Full day rate:  
£70

5 full days	£70	£1516.66	5 Half Day AM/PM	£35	£758.33
4 full days	£70	£1213.33	4 Half Day AM/PM	£35	£606.66
3 full days	£70	£910	3 Half Day AM/PM	£35	£455.00
2 full days	£70	£606.66			

Registration Fee	£75 non-refundable
Late Payment Fee	£25

51 weeks per year payable monthly by direct transfer, standing order or childcare voucher.

**Account details:**

Bank details: Kiddicare Nursery LTD

Sort Code: 010246      Account Number: 24305219



## Financial Information

### Help with your childcare costs

Tax credits You can claim Working Tax Credit if you and the partner you live with are working at least 16 hours per week. For further information contact the Inland Revenue on 0345 300 3900 for a claim pack or visit their website [www.hmrc.gov.uk](http://www.hmrc.gov.uk).

### Child Tax Credit

You can claim Child Tax Credit if you are responsible for one child (or young person) or more. You do not have to be working to claim. Child Tax Credit will be paid in addition to Child Benefit and any Working Tax Credit. For further information contact the Child Benefit Office on 0845 302 1444, email [child.benefit@ir.gsi.gov.uk](mailto:child.benefit@ir.gsi.gov.uk) or visit their website [www.hmrc.gov.uk](http://www.hmrc.gov.uk).

### Nursery Education Grant (NEF)

All 2, 3 and 4 year olds in Harrow have access to a free, good quality, part-time early education place.

For 3-year-olds this entitlement starts from the term following their third birthday, and all 4 year old children who attend a registered provider located in Harrow will be entitled to a free nursery education place for three terms before they reach statutory school age (the term after the child's fifth birthday) regardless of the location of the child's place of residence.

\*Children of working parents/carers may be eligible to receive an additional 15 hours a week or 570 hours per year of free childcare. This means that some families will be able to claim 30 hours per week or 1140 hours of free childcare per year. \*

If you are eligible for the extended entitlement, you can take up to 1140 free childcare hours across the year. This can be taken 'term time only' or 'stretched' across the year, examples as follows:

- Up to 30 hours per week across 38 weeks per year or (term time offer)
- Up to 23.75 hours per week across 48 weeks per year or (stretched offer)
- Up to 22.25 hours per week across 51 weeks of the year (stretched offer).

Please note from September 2024, 9 month old children will have access to 15/30 funding.



# Kiddicare Menu: Week

1

At Kiddicare Nursery, we're committed to provide meals that meet the highest standards of regulatory requirements outlined by the UK's Early Years Foundation Stage (EYFS) framework in addition to providing nourishment.

As part of our dedication to the health and wellbeing of children, we make sure that each meal complies with official nutritional guidelines, like the UK's Eatwell Guide. This means that the menu items we offer are thoughtfully designed to include a range of food groups in amounts that support a balanced diet, enhancing the general development and health of the kids entrusted to our care.

In order to guarantee inclusivity and accessibility for everyone, we also place a high priority on hygiene and safety throughout the preparation and serving of meals. We also take into account any dietary needs or food allergies.

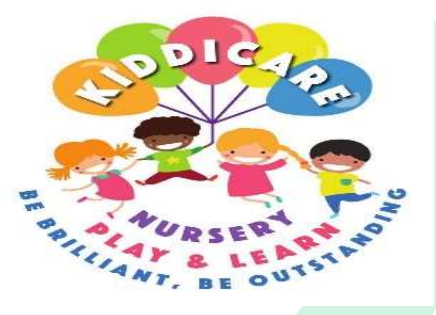
Week One	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Breakfast</b>	Choice of cereals	Choice of cereals	Choice of cereals	Choice of cereals	Choice of cereals
<b>Drinks: Water or milk only</b>	Milk and water	Milk and water	Milk and water	Milk and water	Milk and water
<b>Morning Snack</b>	Seasonal fruits	Bread sticks and mixed vegetable sticks.	Seasonal fruits	Seasonal fruits	Seasonal fruits
<b>Drinks: Water or Milk only</b>	Milk or water	Milk or water	Milk or water	Milk or water	Milk or water
<b>Lunch &amp; Dessert</b>	Thai curry with white rice.	Shepherd's pie	Vegetable Noodles	Bean, pea and mushroom risotto	Veggie Wholemeal Pasta bake
<b>Drinks: Water only</b>	Seasonal fruit salad	Plain Yogurt	Seasonal fruits	Seasonal fruits	Seasonal fruits
<b>Afternoon Snack</b>	Cheese slices and tomatoes	Seasonal fruits	Veg sticks with hummus	Mixed chopped seasonal fruits	Cucumber and carrots stick with cream cheese
<b>Drinks: Water or Milk only</b>					
<b>Teatime</b>	Tomato Soup with bread	Quorn chicken sandwiches	Wraps	Wholemeal English muffin pizza with various topping	Crustless with potato salad and pepper sticks
<b>Drinks: Water only</b>	Fruit cocktail	Seasonal fruits salad	seasonal fruits	Banana slices	Seasonal fruits

Please Note: All meals are freshly prepared on site and we take into account any children with any allergies or dietary requirements. The above meal may change without prior notice and replace by a suitable alternative.

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## Kiddicare Menu: Week 2



Week Two	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Breakfast</b>	Choice of cereals	Choice of cereals	Choice of cereals	Choice of cereals	Choice of cereals
<b>Drinks: Water or milk only</b>	Milk and water	Milk and water	Milk and water	Milk and water	Milk and water
<b>Morning Snack</b>	Apples and crackers	Fruit cocktail	Grapes and crackers	Seasonal fruits	Seasonal fruits
<b>Drink: Water or Milk only</b>					
<b>Lunch &amp; Dessert</b>	Vegetable Rosito	Pizza with vegetable toppings	Quorn chicken stew with couscous	Chili con carne with rice/naan	Spaghetti Bolognese
<b>Drinks: Water only</b>	Melon	Seasonal fruits	Plain Yogurt	Seasonal fruits	Seasonal fruits
<b>Afternoon Snack</b>	Seasonal fruits	Mixed fruits	Cucumber and carrots stick with cream cheese	Crackers and tomato slices	Seasonal fruits
<b>Drinks: Water or Milk only</b>	Milk or water	Milk or water	Milk or water	Milk or water	Milk or water
<b>Teatime</b>	Beans on toast	Cheese wraps	Lentil soup with pitta bread	Potato salad	Wraps
<b>Drinks: Water only</b>	Choice of fruits	Or hummus with cumber Choice of fruits	Seasonal fruits	Choice of fruits	Choice of fruits

Please Note: All meals are freshly prepared on site and we take into account any children with any allergies or dietary requirements. The above meal may change without prior notice and replace by a suitable alternative.

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# Diversity & Inclusion

At Kiddicare, we celebrate and embrace diversity as a fundamental aspect of our ethos. We believe that every child deserves to feel valued, respected, and represented within our setting. Our commitment to diversity and inclusion is not only reflected in our practices but also supported by current UK legislation, such as the Equality Act 2010 and the Early Years Foundation Stage (EYFS) framework.

Through our inclusive approach, we strive to create an environment where every child feels a sense of belonging, regardless of their background, culture, ethnicity, ability, or family structure. We actively promote positive images and representations of diversity through our resources, activities, and learning materials, fostering a culture of acceptance and understanding among children.

For example, our curriculum incorporates a variety of cultural celebrations, stories, and traditions from around the world, allowing children to explore and appreciate different perspectives. Additionally, our staff undergo regular training and professional development to ensure they are equipped with the knowledge and skills to support diverse needs and identities sensitively and effectively.

We also recognize the importance of involving families in our approach to diversity and inclusion. We encourage open communication and collaboration, welcoming input and feedback from parents and caregivers to ensure that our practices reflect the diverse needs and values of our community.

By embracing diversity and promoting inclusion, we aim to create a nurturing and enriching environment where every child can thrive, learn, and grow to their fullest potential, regardless of their background or identity. At Kiddicare, diversity isn't just accepted – it's celebrated as an integral part of who we are and how we support the children in our care.



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# Curriculum & Learning

At Kiddicare, our curriculum is thoughtfully designed to align with the latest developments in early childhood education, including the most recent revisions to the Early Years Foundation Stage (EYFS) framework. We understand the importance of providing a curriculum that not only meets the statutory requirements but also reflects best practices in early years education.

Diversity and inclusion are central themes woven throughout our curriculum. We believe in the power of representation and strive to create a learning environment where every child sees themselves reflected positively. Our curriculum embraces diverse perspectives, cultures, and experiences, with a focus on promoting empathy, understanding, and respect for others.

For example, our thematic units incorporate stories, songs, and activities that celebrate different cultures, holidays, and traditions from around the world. Children learn about diversity through hands-on experiences and meaningful interactions with their peers and educators.

Furthermore, our staff receive ongoing training and professional development in areas such as cultural competency, anti-bias education, and inclusive practices.

They are equipped with the knowledge and skills to support the diverse needs of all children, ensuring that every child feels valued, respected, and included in our learning community.

Through our innovative and inclusive curriculum, we aim to inspire children to become lifelong learners who are curious, creative, and compassionate. At Kiddicare, we are committed to providing a high-quality early years education that prepares children for success in school and in life, while also fostering a deep appreciation for diversity and inclusion.

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## Our Branches

### Pinner

### Friern Barnet

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