



Aladdin's Corner

Crèche & Montessori School

Information Pack



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Phone 855 5576

www.aladdinscorner.com





Welcome

Dear Parents,

Thank you for your interest in our city centre facility. The decision of where and with whom to leave your child in care is one of utmost importance and I hope that this information pack will assist you in making that decision.

At Aladdin's corner we have 35 years experience in the childcare industry with staff having qualifications in Montessori Education and QQI approved level 5 & 6 childcare. We are registered and monitored by the HSE and Tusla and also a member of Early Childhood Ireland.

Children need an environment in which they feel warmth and love as much as they need intellectual and physical stimulation and our facility prides itself on being a home from home for all our children. While we incorporate Montessori philosophies throughout our programs we are also practical and aware of the needs of the child of today and indeed the needs of his/her parents!

We cater for children from 18 months old to children in their preschool years up to 5 and a half. (Free Preschool places in September, January and April depending on when they turn 3 years old)
Our opening times are Monday to Friday 7:45am to 6pm.

We are amongst the very few Crèche and Montessori schools that offer full and part time care which is flexible in offering half days (mornings or afternoons) or just a few days a week (we even do week on week off)!

Children are provided with warm nourishing meals cooked on site daily (menu approved by the HSE). Any special dietary requirements can be catered for.

We have both a morning and afternoon ECCE program and have seasonal camps during holiday periods.

As with any facility we do require a deposit (consisting of one weeks fees) and we require two weeks paid notice in the event that you are leaving us. Also ALL absenteeism's MUST be paid for.

I have attached an application form and a sample menu. To be honest I do hope this information is helpful but I do recommend that you call in anytime (no appointment necessary). It is important that you feel happy with the place and the people that you are going to leave your child with, so drop in and we can answer any other questions you have!

Regards, Sinéad Walsh (Proprietor)





Sample Menu

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Breakfast (7:45-9am)					
	Cereal & fruit e.g. Weetabix	Toasted Cheese	Cereal e.g. Rice Crispies & fruit	Waffles & beans	Shreddies & fruit
Dinner (11:30-12noon)					
	Chicken, Mixed Veg & Potatoes, Savoury Gravy	Beef Casserole	Fish Pie/Tuna & Sweetcorn pasta bake	Lamb & lentil Stew	Spaghetti Bolognaise
Afternoon Tea (3:30-4pm)					
	French Toast & Fruit	Crackers with Cheese & Fruit	Scrambled Egg & Toast	Peanut butter Muffins & Fruit	Beans on Toast Popcorn with Video Treat

- All meals are served with drinks such as milk, water and sugar free juices.
- Water is available freely throughout the day.
- Snacks are served at 12:45 and 5:15.
- All samples are changeable to suit your child's needs.
- Of course this is a sample and as with many younger children their food is served on demand!





Deposit:

Date:

Who:

Aladdin's Corner Application Form

Child's Name:		Start Date:	
Address:		End Date:	
Date of Birth:			

	Name	Contact Numbers
Mother		
Father		
Doctor		
Address		
Do you give permission to staff to take your child to doctor or hospital?		
Signature		

Tick the vaccinations your child has received

<input type="checkbox"/>	6 in 1	<input type="checkbox"/>	Pneumococcal	<input type="checkbox"/>	MMR	<input type="checkbox"/>	Meningitis
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Has your child any allergies or serious illness? (please give details)	
For Babies: Please state the formula your child is on	
What medication do you prefer for the treatment of a fever?	
Do you consent to a member of staff administering this?	
Signature	

Who will be collecting your child?

Name	Relationship to child

PLEASE inform staff in the morning if anyone other than the above will be collecting your child.

Fees are € _____ payable in advance each Monday. Late payments will incur a fee. ALL absenteeism MUST be paid for. We require two weeks paid notice if you are taking your child from the crèche.

A deposit is payable upon receipt of this completed application form, amounting to one weeks fees. In the event that you do not take this place you will lose your deposit.

This is an enrollment registration form and I understand a more detailed form will need to be completed when my child starts.

I, _____ consent to all the above and understand this form is a binding contract between Aladdin's Corner and myself.

Signature: _____





Policies and Procedures



- Opening times are strictly 7:45am to 6:00pm. Any late pick ups will be charged for: €10 for the first 15 minutes and then €5 for every 5 minutes after that. This is payable to the member of staff on the premises at the time. No member of staff is authorised to allow children on the premises before 7:45am due to insurance restrictions.
- In the event that you require someone not listed on the application form or unknown to staff to collect your child (and no prior arrangement was made on the day), we will require you to call with the details of the person and we will require to see some form of id from them.
- In relation to sick children: if we consider the child to be too ill and a risk to other children then we may require you to keep the child at home. Under Childcare Regulations any contagious illness must be contained at home. If the child has been on an antibiotic for at least 48 hours we will take them and continue administering the medication.
- Contagious illnesses such as conjunctivitis or tummy bugs must be contained at home until discharges are reduced and vomiting and/or diarrhoea has stopped for 24 hours.
- We stress to parents to advise staff at drop off of any administering of medicines during the night or that morning to prevent any over medicating. While we take measures to contact parents before giving anything, we have your permission should you not be contactable so advising us is **EXTREMELY** important.
- In the event that fees are missed or absenteeism's unpaid you will lose your deposit and possibly your child's place.
- With regard to discipline, we maintain an aware and care policy. We help the child to see what he/she has done that is unfair and then encourage them to 'make friends' with the child in question.
- Our food policy encourages children to eat a balanced diet relevant to their stage of development and withholding food is never used as a punishment. Parents will be advised if their child is not eating well.

