



# *Aladdin's Corner*

*Crèche & Montessori School*



## *Information Pack*



54 Mountjoy Square  
Dublin 1  
Phone 855 5576

[www.aladdinscorner.com](http://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 25 years experience in the childcare industry with staff having qualifications in Montessori Education, Nursery Nursing and childcare. We are registered and monitored by the Eastern Health Board and also a member of the NCNA. We are insured with Alan B Kidd. Ltd. who look after most childcare facilities in Dublin.

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 babies from 16 weeks old to school going children in their first year at primary level (normally aged up to 6 years).

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 EHB). Any special dietary requirements can be catered for.

We have both a morning and afternoon Montessori program and have sessional activities such as Gymboree.

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. Two weeks holidays may be taken annually at half the normal fee.

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>
<b>Breakfast (8-9am)</b>					
<b>Babies:</b>	Powders e.g. Milupa	Puree Fruit	Milupa e.g. Apricot Museli	Oat & Apple	7 Cereals
<b>Others:</b>	Cereal & fruit e.g. Weetabix	Toasted Cheese	Cereal e.g. Rice Crispies & fruit	Waffles & beans	Shreddies & fruit
<b>Dinner (11:30-12noon)</b>					
<b>Babies:</b>	Pureed Mixed Veg, Chicken & Potatoes, Baby Gravy	Pureed Beef Casserole	Pureed Fish Pie	Pureed Lamb, Carrot & Potatoes, Baby Gravy	Pureed Spaghetti Bolognaise
<b>Others:</b>	Chicken, Mixed Veg & Potatoes, Savoury Gravy	Beef Casserole	Fish Pie/Tuna & Sweetcorn pasta bake	Lamb & lentil Stew	Spaghetti Bolognaise
<b>Afternoon Tea (3:30-4pm)</b>					
<b>Babies:</b>	Custard & Fruit	Semolina & Fruit	Yoghurt & Fruit	Fruit & Rice pot	Dairy Dessert & Fruit
<b>Others:</b>	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 babies meals are gluten free and any or all samples are changeable to suit your child's needs.
- Of course this is a sample and as with many babies their food is served on demand!





# 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. Two weeks holidays may be taken each year at half the weekly rate. 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.

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 Eastern Health Board regulations any contagious illness must be contained at home. If the child has been on an antibiotic for at least two days we will take them and continue administering the medication.
- Holiday weeks must be notified to staff with at least two weeks notice. While they are available to be taken as you require, in order to provide adequate staffing levels we do need notice.
- In the event that fees are missed or absenteeism's unpaid your 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. We do use the corner (as a time out) occasionally when continuous unfair behaviour occurs, simply to heighten the child's awareness that this behaviour is not acceptable.
- 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.

