



Travelling Tots

Mobile Creche

GUIDELINES FOR PARENTS/CARERS

WELCOME TO OUR CRÈCHE

Admission

Please ensure that you have read and completed all appropriate forms. This information is legally required and is essential in the interest of your child's safety.

Signposts operates an "Open Door" policy. Please feel welcome to visit our crèches at anytime.

Health and Safety

Please note – Children must be signed in and out of the crèche. Signing in procedures indicate a column that the person collecting the child will or will not be the same person that arrived with them. At no time will a child be permitted to leave with a different person other than the person specified, unless the Project is notified.

The crèche is a "No smoking, no hot liquid" area.

We must take other children into consideration, therefore children with sickness/diarrhoea, conjunctivitis, head lice etc. cannot be permitted into the crèche room. (Guideline information is available in crèche booklet).

As a safety precaution, we do not allow the use of baby walkers in the crèche room.

General Information

Please ensure staff are aware of any allergies, illness etc.

Please adhere to crèche opening and closure times. Failure to do so can disrupt staff transport arrangements and can jeopardise other ongoing crèches. We appreciate your co-operation on this matter.

Parents must bring their own child's nappies, wipes, bottles and change of clothing. The Project has not got the funding to provide these items.

Parents are requested not to give children sweets to bring into the crèche room.

The crèche workers are there to help you, please feel able to discuss with them any matter concerning your child/children.

**If you need any further information, please contact
Travelling Tots Co-ordinator, telephone no. 01524 419021**

