

Welcome to Peek a Boo Nursery

Assalamu Alaikum - May Peace, Mercy and Blessing Be with You.

Peek a Boo offers a warm, friendly and happy environment where each child is encouraged to reach their full potential through praise, sensitivity and mutual respect while feeling safe and secure.

We are dedicated to welcoming all children into a pleasant and peaceful atmosphere that is spiritually enriching and physically nurturing.

Combined with a happy and purposeful atmosphere for foundation learning, and supporting personal development of each child spiritually, morally, socially and culturally through a rich, varied Early Years curriculum based on Islamic values we have the ingredients for a child's best possible start. Our Nursery children, are happy and confident individuals learning respect for themselves, one another and the environment.

Our highly experienced Practitioners work hard to ensure that every child participates fully in all key areas of learning through a structured curriculum with a strong emphasis on play and enjoyment.

The Nursery is registered under Ofsted's childcare standards. We are also registered to accept Free Entitlement (FE) or Nursery Education Grants (NEG). At Peek a Boo **we offer funded places up to 15 hours or 18 hours per week, free for 38 weeks of the year** for children from over two years of age until the term before the child's fifth birthday.

Our Aim

Our aim is to continue to make a difference to children, families and employers, and to provide the highest quality early care and education for each child.

- Nurture each child's unique qualities and potential.
- Support families through strong partnerships.
- Collaborate with employers to build a family-friendly workplace.
- Create an environment that fosters professionalism, growth and diversity.

Our primary focus is to love, nurture and take the best possible care of your children in a fun, warm, loving and [spiritual](#) environment. Our secondary focus is to begin the process of childhood education through learning activities - formal and informal - while keeping our play-based learning programme fun and creative.

Early learning is the key to your child's future. We offer a wide variety of stimulating learning activities that encourage and challenge children in many areas. Each day is carefully planned to ensure children receive positive experiences during their time with us. At Peek-A-Boo Nursery we follow a national curriculum for all children under 5 called the 'Early Years Foundation stage'.

We work in close partnership with parents and carers who are their children's first teachers, to ensure every child is given the best opportunity to develop — providing tailored learning programmes for all ages.

Our Vision

Recognising the Muslim faith of the founders, our principles are based and developed in accordance with the belief that God is One and only Who has created this world and everything that exists here and around us. We keep God at the forefront of everything we do.

We aim to encourage children to appreciate the gift of life and our vision is to instil the love and respect for this One God in little hearts.

The early years of a child's life are the most important, it is vital that children develop morals and characteristics based on Islamic values, prophetic manners and etiquettes. For Example:

Friendship	Respect	Hope
Thankfulness	Creativity	Generosity
Peace	Justice	Humility
Perseverance	Forgiveness	Responsibility
Trust	Truthfulness	Compassion
Courage	Wisdom	Service

We follow the Early Years Foundation Stage (EYFS) Framework which sets the standard for the learning, development and care of young children – from birth to five. Islamic teachings are implemented through the EYFS.

At Peek-A-Boo we provide an environment where children have the freedom explore and develop their own identity whilst understanding that they are all equal, unique and valuable individuals each with different and valid viewpoints. Here children learn about the integrity and spirituality of their own faith and the importance in Islam of respect of other faiths and beliefs. Our aim is to nurture a society of forward-thinking, conscientious young individuals who contribute positively and valuably to our multi-faith, multi-cultural Britain and beyond.

Islam does not view 'spirituality' separately from everyday activities. In Islam, everything is 'spiritual' because all actions must be in accordance with God's pleasure. This view comes from the Islamic creed and the Muslim's understanding of tawhid (the oneness of God).

The understanding of spirituality in Islam is the constant reference to God and ensuring that everything he or she does is in accordance with God's pleasure.

Our Team

We carefully hand-pick our team from the best candidates and are committed to giving them dedicated training and support in the latest developments in childcare. Our loving caregivers continuously strive to foster the nurturing environment parents provide for their own children at home. All staff members are DBS checked and up-to-date with the required training in Early Years including Safeguarding and child protection.

The Nursery is registered under the Ofsted Childcare Standards. We are also registered to accept Free Entitlement (FE) or Nursery Education Grant (NEG). At Peek-A-Boo Nursery we offer funded places up to 15 hours per weeks free for 38 weeks of the year for children from 2 years of age until the term before the child's 5th birthday.

Good Manners Club

At Peek A Boo Nursery your child will be nurtured in their learning as well as spirituality with our unique "**Good Manners**" club inspired by the **Prophetic values and manners**. They will also learn table manners as per the **Sunnah**.

Session Times

Peek-A-Boo Nursery is open 3 days a week during term times:

Monday, Tuesday and Wednesday from: 9:00am - 3:00pm.

Preferences are given to full time enrolments but we accept enrolments of minimum 2 days session. If you require a different start/end time we will do our best to accommodate your request. Funding for 2 - 5 year old can be used (maximum 15 hours a week) Some are entitled to 30 hours / week funding in which case we can offer a maximum of 18 hours and share rest of the hours with a nursery / preschool of your choice. Term dates are given at the end of this handbook.

Snacks

All children are provided with a snack during both the morning and afternoon sessions. Items offered vary from day to day and include; fresh fruit, raw vegetables, cheese, crackers, bread sticks, toast etc. plus milk or water to drink. Sometimes the snack will be seasonal/festive or something your child has helped to make during the session.

Please ensure you complete the 'Allergens' section of your registration pack to notify us of any known food allergies. Any special dietary requirement that we are notified about will be taken into consideration and snacks will always be nut and free. We ask parents to contribute £1 per week towards the snack, which allows us to purchase a variety of fruits, vegetables and any other kind of snacks for children to experience a variety. Any left-over funds from this contribution will be used for children's cooking activities.

Lunchtimes

We recommend a SMALL healthy packed lunch as children have snack time during their session(s). Please use a small, clearly named, lunch-box with an ice pack to keep food cool and fresh. Milk and water is provided so it is not necessary to pack a drink.

PLEASE NOTE WE ARE STRICTLY NUT FREE and SESAME FREE. Please do not include any item which has nuts as a listed ingredient. ALL NUT AND/OR SESAME-CONTAINING PRODUCTS, ITEMS WHICH 'MAY CONTAIN NUTS AND/OR SESAME' AND 'MADE IN A FACTORY THAT HANDLES NUTS AND/OR SESAME'. We will send home any lunch box item that does not meet the above and if necessary provide an alternative item. We aim to make lunchtimes relaxed and enjoyable for the children whilst encouraging them to be polite and develop good table manners. We encourage them to eat savoury items first and ask you to help us promote healthy eating habits by not including sweets, chocolate or sugary drinks.

Typical routine

MORNING SESSION	<p>Children arriving and settling (free play activities)</p> <p>Self registration and circle time</p> <p>Free-flow play between the inside and outside, including focused activities and rolling snack</p> <p>Key group times (focused activities linked to key groups)</p> <p>Group stories, songs and nasheeds - songs in praise of Allah or the Prophets (peace be upon them all)</p>
LUNCH with the Good Manners Club	
AFTERNOON SESSION	<p>Children arriving and settling (free play)</p> <p>Self registration</p> <p>Free-flow play between inside and outside, including focused activities and rolling snack</p> <p>Key group time (focused activities linked to key groups)</p> <p>Group stories, songs and nasheeds - songs in praise of Allah or the Prophets (peace be upon them all)</p>

The routine is flexible to allow for change and spontaneous activities. Key group activities may include: Gardening, Cooking, music and movement. Parachute, phonics, letters and sounds maths activities and school readiness. All these are taught through Islamic Ethos.

The morning and afternoon sessions are free as part of the Early Years Government Funding Entitlement. At Peek-A-Boo Nursery we offer booking for flexible sessions either morning or afternoon and are happy to share the 15 / 18 hours of Free Funded Entitlement with other nursery.

Clothing and Belongings

Old clothes are best for playing in. Although we use aprons for messy activities it is surprising how messy children still manage to get!

Try to dress your child in clothes they can manage themselves as this makes going to the toilet a lot easier, especially if they need to go in a hurry. No dungarees or belts please. It is helpful if children have a spare set of clothes (and nappies if needed) in a named bag left on their peg. Although we have a small supply of spare clothes it is more reassuring for the child to have their own clothes. Please name your child's bag clearly on the outside.

Please don't worry if your child does have a wet accident. Please support us by not making a big deal out of the accident, as this helps children make quicker progress with toilet training.

Please put your child's name in all items that can be taken off e.g. Wellington boots, coats, jumpers, etc. Soft footwear is best for Nursery e.g. trainers, plimsolls, but NOT sandals, as these are not suitable for physical play or climbing equipment. Please leave your child's coat at Nursery when you drop them; we do go out in all weathers to ensure the children access some outdoor play and learning.

Health and Well Being

Please ensure that you complete and return the Registration Form when your child starts Peek-A-Boo Nursery to ensure that we have your contact details in case of illness or accident. Please also tell us immediately if your contact details change at all.

Accident and Illness

Despite every effort, care and concern it is possible that your child may become ill or have an accident whilst at Peek-A-Boo Nursery. Children will be assessed and treated by a qualified First Aider immediately and an Accident Form will be completed appropriately. If we feel that your child needs further medical attention, or if we are at all concerned, we will contact you immediately. Full details of our First Aid policy can be found on our website or ask on site for a paper copy.

After diarrhoea and/or vomiting, parents/carers are asked to keep children away from Nursery for a minimum of 48 hours after the last incident to prevent the risk of infection.

Medicines

If your child has prescribed medication, including asthma inhalers, they may attend Nursery as long as their doctor agrees that they are well enough to attend. If you require our staff to administer prescribed medication you will need to request and complete the relevant forms giving your consent along with full written details of the treatment.

If a child has been prescribed an inhaler/pump for asthma or other conditions they will not be allowed to attend Nursery if the relevant (and within date) inhaler/pump is not provided by parent/carers.

Our detailed Policy about 'Managing children with allergies or who are sick' and 'Administering Medicines' can be found on our website, or ask on site for a paper copy.

Head lice

If you discover that your child has head lice, please treat as soon as possible and please inform the Nursery so that we may notify other parents to check their children so that the problem is quickly dealt with. It is well worth checking your child's head on a weekly basis. If you require any further information on the best way to deal with an outbreak please speak to your local pharmacist or practice nurse.

Safe in the Sun

In the summer months please ensure your child has a named sun-hat, although we do have a limited supply if you forget. Please apply sun cream to your child before they arrive at Nursery (even if it is dull in the morning) and bring their sun cream clearly named for us to reapply during the day if necessary. Please inform us if you forget as we do keep a very limited supply.

Nappy creams

We want children to be comfortable when they are with us. If you know that your child may need nappy cream during their time at Peek-A-Boo Nursery then please bring a supply, clearly labelled with your child's name for us to use. You will also need to complete the relevant section of the Children's Registration form to give your consent for us to apply them if we feel it is necessary.

Communication

Regular newsletters are provided (usually half-termly) which include news from the sites, fundraising news, diary dates and ways in which parents/carers can support us. A copy of recent newsletters can be found on our website.

We use emails and a text messaging service for reminders and information as much as possible to save on paper but do also send some letters home if necessary. Please provide us with your mobile telephone number and email address using the form included in your starter pack if you consent to receive these, and inform us as soon as possible if your details change.

Peek-A-Boo Nursery uses a secure online Learning Journal system (Tapestry) where we share photos and observations of activities of your child with you through your unique login access.

If you use Facebook, please join our group 'Peek-A-Boo Nursery'. We post about what the children have been getting up to at Peek-A-Boo Nursery as well as news and reminders about events etc.

We value your opinion about the service we provide and regularly seek feedback via questionnaires about what we could do to make further improvements.

Your Child's Learning & Development – EYFS Curriculum through Islam

Our Islamic teachings are implemented through the EYFS. We use the guidance to promote Islamic teachings by planning motivating cross-curricular activities, which cater for the needs and interests of all children.

We encourage children to explore the teachings of Islam through all the areas of development set out in the curriculum. Our Islamic teachings for children beginning at 2 years of age, finishing Peek-A-Boo at the age of 5 cover:

1. Allah:

- Allah (swt), His messengers, The Qur'an and all His creation;
- Activities related to names of Allah (swt);
- Understanding of the importance of the Qur'an and dua in the lives of Muslim;
- Developing an appreciation for Allah's creations;
- Short Surahs from the Qur'an - Surah Al-Fatihah and Surah Ikhlas, Surah Naas, Surah Falaq, Surah Kawther, Surah Al-Asr, Surah An-Nasr;
- Explanation of some small duas through play and activities ;

2. Islam:

- Tawheed – The Oneness of Allah (swt) and keeping Allah at the forefront of everything we do;
- Beliefs in Islam;
- The five pillars of Islam;
- Salah;
- The celebration of major Islamic events – Ramadan, Hajj, Eid;
- The Islamic calendar and Value of the month to develop positive contributors to society.
- Makkah & Madina (looking at Islamic places)
- Charity events & activities to develop their understanding about giving and sharing to less fortunate and its importance in Islam

3. Tarbiyah:

- Islamic greetings;
- Understanding and learning some simple duas required in their everyday activities (eating, going to toilet, leaving home, etc);

4. Seerah:

- The basic seerahs of some Prophets in Islam;
- Actively participating in sessions discussing the stories of the Prophets in Islam and the life of the last prophet Mohammed (pbuh)

5. Islamic Mannerism & etiquettes:

- Special words: Bismillah, Mash'Allah, Subhan'Allah, Alhumdulliah, JazakAllah Khair, Astaghfirullah
- Keeping clean and making wudu;
- Short hadeeths pertaining to Islamic manners and etiquettes;
- Sunnahs of the prophet - Being kind, respecting others, Sharing with each other, Taking turns, Telling the truth, Giving to people less fortunate than us (Charity).

6. Islamic Nasheeds in relation to all of the above 5 categories.

Curriculum for children of 2-3 years of age

- Where is Allah?
- Who is your Lord?
- Who made you?
- Talk with child about the things that Allah has made;
- Listen the Qur'an together daily
- Repeating the special words, duas and greetings for them on suitable occasions, reminding them and helping them to memorise these
- Eating and drinking with the right hand
- Praise them frequently for sharing and other good deeds and tell them Allah likes when they ____.
- Read stories of Prophets
- Read short a hadith that are like stories
- Read stories from the Qur'an
- Letting younger children see older ones and adults pray and allowing them to pray if interested
- Islamic Nasheeds

Your Child's Learning & Development – EYFS explained

We follow the Early Years Foundation Stage (EYFS) Framework which sets the standard for the learning, development and care of young children – from birth to five. It is designed to enable all children to develop their personalities, talents and abilities irrespective of ethnicity, culture or religion, home language, family background, learning difficulties, disabilities or gender.

Children develop quickly in the early years, and our qualified teams aim to do all they can to help children to fulfil their potential and get them ready for school within a happy, active, exciting, fun and secure environment.

The Characteristics of Effective Learning

The ways in which the child engages with other people and their environment – playing and exploring, active learning, and creating and thinking critically – underpin learning and development across all areas and support the child to remain an effective and motivated learner. Children should mostly develop the 3 prime areas first. They are those most essential for your child's healthy development and future learning. These are:

- * Communication and language
- * Physical development
- * Personal, social and emotional development

As children grow, the prime areas will help them to develop skills in 4 Specific areas. These are:

- * Literacy
- * Mathematics
- * Understanding the world
- * Expressive arts and design

These 7 areas are used to plan your child's learning and activities. This is a bit like a school curriculum, but suitable for very young children. It is designed to be really flexible so that staff can follow your child's unique needs and interests, and includes both indoor and outdoor activities.

For more detailed information about how we use the EYFS at Peek-A-Boo Nursery please speak to any member of staff. You will also find a link to 'Development Matters in the Early Years Foundation Stage' on the 'Forms & Letters' section of our website.

Record Keeping – Your Child's Progress

Peek-A-Boo Nursery uses a secure online Learning Journal system (Tapestry), allowing staff to access the information via a personal password protected login. The records include photos, observations and comments in line with the Early Years Foundation Stage (EYFS), to build up a record of the child's interests and achievements during their time at Peek-A-Boo Nursery.

This enables us to understand their level of achievement, interests and learning styles and then to shape the learning experiences for each child reflecting on those observations. Each child will have a Key Person allocated to them who will be responsible for the compilation of their Learning Journal.

The Tapestry online Learning Journal system is hosted on a dedicated server based in the UK. Access to information stored on Tapestry can only be gained by personal email address and password. Please tell us if you do not give your consent for photographs of your child to appear in other children's Learning Journal.

Up to date Term Dates 2018-19 are displayed on the website.

CALENDAR 2018-2019

September - 2018	February - 2019	June - 2019
Wed 5 th – Training day – Peekaboo closed	Mon 18 th – Wed 20 th – Half Term	Mon 3 rd – Wed 5 th - Eid Holidays
Mon 10 th – Start of Autumn Term	Mon 25 th – Training day – Peekaboo closed	Mon 10 th – First day back at Peekaboo after Eid Holidays
October - 2018	Tue 26 th – First day back at Peekaboo after Half Term	To be confirmed following parents review
Mon 22 nd – Wed 24 th – Half Term	April - 2019	27 th Thu – Open day for new Parents – To be confirmed
Mon 29 th – Training day – Peekaboo closed	Wed 3 rd – Last day of Spring Term	July - 2019
Tue 30 th – First day back at Peekaboo after Half Term	Thu 4 th – Start of Spring Holidays	24 th Wed – Last day of Summer Term
December - 2018	Tue 23rd – Training day – Peekaboo closed	25 th Thu – Start of Summer Holidays
Wed 19 th – Last day of Autumn Term	Wed 24 th – Start of Summer Term	
Thurs 20 th – Start of Winter Holidays	May - 2019	
January - 2019	Mon 6 th – Bank Holiday	Peek-a-Boo staff will notify you in advance, of any change of dates in this calendar
Mon 7 th – Training day – Peekaboo closed	Mon 27 th – Bank Holiday	
Tue 8 th – Start of Spring Term	Mon 27 th – Wed 29 th Half Term	