### **General Info**

The Nursery is open from 8.00a.m. until 5.00p.m. throughout the year, except for Bank and Public Holidays. It is closed between Christmas and New Year.

Nursery fees are payable one month in advance and invoices are sent out on or around the  $15^{\text{th}}$  of the month for settlement five days prior to the end of the month.

If a child is on holiday or unwell, the full fee is still charged. The Nursery must be advised of the days a child is on holiday or sick.

A non-refundable deposit of £200.00 is required for a space that is held reserved. This amount will be deducted from the first month's invoice.

All enquiries in the first instance should be addressed to Mrs Tracey Pauckner on Tel. 265906 or Mrs Dannii Pletts on Tel. 713484.

On-site parking for up to 5 cars is available for drop-off/pick-up.

## **First Steps Limited**

Manager: Mrs Dannii Pletts

## Administration:

Mrs Tracey Pauckner First Steps Limited The Elms Rue des Longs Beaux St. Saviour GY7 9UG

#### Telephone: 265906 or 07781 165906



# First Steps Day Nursery

Barfleur Mont Arrive St Peter Port Guernsey GY1 2AA

Telephone: 713484

First Steps I, a 27-space day nursery is situated in a modern house in Mont Arrive, run by a BTEC level 3 qualified Nursery Manager.



There are 3 rooms, each supervised by a qualified Nursery Officer. There is also a large enclosed garden at the rear of the property and a separate sleep room.



The Nursery accommodates children from the age of three months to five years.

The children have the opportunity to participate in a variety of activities, which will encourage their all round development.



These activities include creative, constructive and manipulative play, visits from Professionals as well as outdoor play in the secure rear garden.



At First Steps, we work within the voluntary framework of the 'Guernsey Early Years Foundation Stage' to ensure a high quality service throughout.

Children are required to bring with them a healthy packed lunch. Drinks and healthy snacks will be provided.



The children should bring a bag with nappies, baby wipes, bib and a change of clothes. During the summer months, parents are requested to provide a sun hat for their children.

All staff are at least level III qualified in Nursery Care and hold paediatric and general 1<sup>st</sup> Aid certificates.