

## 123 CLUB

### STATEMENT OF PURPOSE

Our vision is to provide excellence in Childcare. Our team at 123 Club aim to provide all children with quality care in a safe, comfortable and stimulating environment making the 123 Club a place to learn and play.

### OUR VALUES

Child focused – we are child focused and by treating children as individuals they always come first.

Engaged – by engaging with our team, children and parents in a proactive, supportive, flexible and caring way we can create a real sense of belonging.

Committed – we are committed to providing excellence through continuous improvement and consistent training.

We routinely reflect, review and enhance our childcare provision in line with good practice.

### REGISTRATION

We are registered with the Belfast Trust and work closely with the Early Years Team.

123 Club is registered for 30 children in the dining hall in St Joseph's Primary School

123 Club is registered for 30 children in the school hall in St Joseph's Primary School.

123 Club is registered for 30 children in the Drumbo Hall within the Parish Hall complex.

123 Club is registered for 30 children in the Carryduff Hall within the Parish Hall complex.

As part of our registration we are inspected annually in line with the Minimum Standards for Day Care for children under 12 years.

Annual inspections check

. the suitability of the premises, ensuring that they are safe to be used as a facility to provide care for children.

- . the suitability of the persons providing care.
- . that the standard of care offered is in keeping with that which is required by any registered facility.
- . the suitability of equipment
- . all record keeping systems are correct.

Children may be collected by authorised adults over the age of 18 years

The contact details of our link Social Worker are displayed on our Parent's Notice board along with details of our Designated Officer and Deputy Designated Officers. Our public liability and Employers Liability Insurance Certificate is displayed here also along our weekly Menu Planner and weekly Activity Planner.

## POLICIES AND PROCEDURES

The Policies and Procedures that govern our practice have been carefully developed in accordance with both legislation (Children (NI) Order 1995) and best practice as determined by Health and Social Care Board Minimum Standards. These are continually reviewed.

Parents are provided with individual copies of our Statement of Purpose, Safeguarding and Child Protection Policy, Intimate Care Policy, Complaints Procedure Policy, Promoting Positive Behaviour and Parental Conduct Policy. Hard copies of all policies are held in a Policy File situated beside the Parent's Noticeboard and may be viewed at any time, a file containing all our policies may also be found on the school website.

Parents are reminded that it is not necessary to gain parental consent to pass on information to the appropriate authorities if there is reasonable concern that a child may be at risk of or is suffering from abuse or neglect.

## PLAY

All of our equipment is age appropriate. We have access to outdoor play areas and we have a wide range of outdoor play equipment.

Activities are planned in conjunction with the children with the emphasis on learning through fun and play. Staff will be responsive to children's

enthusiasm and interests yet be flexible enough to ensure that individual needs are met.