



# Round and Round the Gardens Childcare

*... the natural choice for your child.*

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## Registering an Employee's Child at Round and Round the Gardens Childcare

The nursery is registered to take children from 12 months old. Therefore we are prepared to accept employee's child/ren during their working week, between the age of 12 months old and 4 years old, as long as there is an available place.

To ensure that there is a place available, we would require at least 10 months' notice, so that this request can be placed on the waiting list for the relevant class. If we receive less notice than that specified, we will not be able to guarantee that a place will be available.

For employees that work full time – a 5 x full day place will be applicable. This will also be relevant to those working 8am to 6pm, as they do not have a 'set' day off per week.

For employees that work part time – sessions will be offered as necessary.

For employees that are bank staff/cover – sessions will be offered as necessary and only if space available.

We provide an employee discount on nursery childcare fees of 20%. This will be deducted from the invoiced fees per month.

An employee would be expected to sign all nursery terms and conditions for the place offered to their child.

An employee will not be able to work in the same room as their own child. At the time when their child moves room due to their age, then when necessary the employee will need to be prepared to move to another room also. This is to ensure that the staff member is not in direct care of their own child.

Updated – November 2011

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