



Cylch Meithrin Tedi Twt

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Ysgol Gymraeg Gilfach Fargoed
Commercial Street
Bargoed
CF82 8JG

cmtditwt@outlook.com

Tel: 07847 248430



Cylch Meithrin Tedi Twt

Welcome to Cylch Meithrin Tedi Twt.

Our aim is to provide quality pre-school provision for children aged 2-4 years through the medium of Welsh, in a happy, safe and secure environment, having fun, meeting new friends and learning through play. We believe every child has a voice and the right to be heard. We create an environment that promotes independence and confidence.

We aim to work closely with the school and provide a wrap-around service for children that attend the school for half a day.

The Cylch is registered to provide Flying Start funded places, Early Years Education, assisted places and the Childcare Offer for Wales. Children that qualify can take up their funded place with us.

We are registered with Care Inspectorate Wales for 18 Children. Cylch Meithrin Tedi Twt became a registered charity in 2017, our charity number is 11775575.

We operate from a porta cabin on the grounds of Ysgol Gymraeg Gilfach Fargoed. 2 Toilets are available for exclusive use by the Cylch. Cylch children have their own outside area that is separate from the rest of the school, and can have access to the school yard for physical play at scheduled times of the day. Staff will supervise all children at all times.

The Cylch room is organised into play corners where children are able to freely choose from a variety of activities to enable them to develop skills through play. Please see planning sheets.

Cylch Leader

Kate Jenkins - qualification Level 5

Deputy Leader

Maria Lewis – Level 5 diploma in Leadership and management

Assistants

Erin Bailey – Level 3 in Children's care learning and development

Nia Vaughan – Level 3 in children's care, learning and development.

07/11/2022

Statement of Purpose.



Cylch Meithrin Tedi Twt

Sessions

Monday – Friday 9.00am – 11.30am

Monday – Friday 12.00pm – 3.15pm (subject to change, please see additional clause.)

Fees

Morning sessions - £12 per session paid weekly in advance on first session of the week, this is payable whether the child attends or not.

Afternoon sessions - £15 per session paid weekly in advance on first session of the week, this is payable whether the child attends or not.

Principles.

Cylch Meithrin Tedi Twt believes that play is fundamental to the physical, emotional, linguistic, social and intellectual development of children. Every opportunity to learn through play is provided at the Cylch Meithrin. Children, whatever their needs, benefit from the experience of being at the Cylch Meithrin.

A structured play plan is maintained to introduce the Welsh language and to ensure that children develop in the developmental pathways

- Belonging
- Well being
- Communication
- Exploration
- Physical

Cylch Meithrin Tedi Twts believes in supporting and promoting the four purposes and encouraging children and young people to become:

- Ethically informed citizens
- Confident and healthy individuals
- Enterprising creative contributors and
- Ambitious capable learners.



Cylch Meithrin Tedi Twt

Every opportunity is provided for families to support the Meithrin experience of their children and we enjoy working in partnership with parents.

Statement of values.

We believe that every child has the right to :-

- Receive care, love and respect.
- Receive appropriate attention and support in order to meet their special needs.
- Benefit from all play opportunities.
- Guidance which will enable them to become a full member of society.
- Be stimulated in order that they develop to their full potential.
- Benefit from Nursery experiences through the medium of Welsh.
- Be treated as an equal regardless of religion, nationality, race, colour or social background.

The Cylch Meithrin will work in partnership with Parents/Carers to promote these values.

Snack Time

Children are provided with milk, water, fruit and healthy snacks each session. Parents advise us of any allergies or dietary requirements.

Settling in arrangements.

Parents/Carers are welcome to stay in the Methrin with their children until they settle.

Pets and Animals in the setting.

We occasionally have stick insects and caterpillars/butterflies in the setting, children are encouraged to show care towards them and learn how to take care of them. We arrange for a local farmer to bring lambs in to the setting every spring for the children to see feeding. Letters and consent forms are sent out prior to such events. Life cycles of different garden species are looked at annually including caterpillars and ladybirds.



Cylch Meithrin Tedi Twt

Accidents.

Accident and Incident books are available and used in the Cylch. If a serious accident or incident happens to a child, member of staff or visitor at the cylch then this must be reported to Health and Safety Executive (HSE) under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) regulations and CSSIW within 14 days.

Existing Injuries.

Existing injuries forms are used within the setting. It is important that any existing injuries are shared with staff at the start of every session and the existing injuries form signed.

Emergency.

We have policies in place to deal with all emergencies eg Keeping children within the premises, Health Safety and Welfare, Safeguarding Children. Should we need to contact a parent during the session we will phone the number provided on the child registration form. Parents must ensure this is kept up to date.

If a child requires emergency medical treatment and we are unable to contact the parents or any other emergency contact, the cylch will make the necessary arrangements to ensure the child's well being.

By signing the childcare contract the Cylch is given permission to carry out emergency arrangements.

Leaving and Collecting Children.

Parents are asked to arrive within 5 minutes of the session start time at the main door. The cylch will take responsibility for the child from the point when the child is handed over to a member of staff until they are handed back to parents at the end of the session. Children will be registered on arrival.

We will ensure that appropriate procedures are in place for leaving and collecting each child safely. We keep details and photos of individuals who are likely to collect the child on a form that is kept in the individual child's folder and have procedures in place in the event of an unfamiliar adult collecting a child.



Cylch Meithrin Tedi Twt

Managing and Modifying behaviour.

We ensure that physical punishment is not used in controlling the behaviour of any child. If necessary, we will follow a consistent programme of behaviour management in accordance with the child's age, development and needs.

Child Protection / Safeguarding.

We will ensure the well-being, safety and development of every child in the Cylch. We believe that children have the right to expect that every adult responsible for them will protect them from every kind of abuse. We will ensure that appropriate procedures are in place and all staff are trained in child protection.

Bad Weather Procedure.

A decision regarding closing the Cylch will be made if there is snow following the lead of Ysgol Gymraeg Gilfach Fargoed and if staff can safely reach work. If the decision is taken to close the leader will contact parents by text. Information of the schools opening and closure in bad weather will be available on the Caerphilly county council website for parents to check if they wish.

If bad weather strikes when the children are at the cylch the leader will make a decision to close or not considering the following:

Is it safe for parents to come and collect their children? Can staff get home safely? Parents will be informed as above.

Equal Opportunities/ Additional Needs.

We are committed to providing appropriate support that meets the needs of every child. We liaise closely with the Flying Start Referral Scheme and Local Referral Scheme. We ensure access for all children that wish to attend the setting. We will ensure that the child is given the same opportunities as every other child.

Compliments and Complaints.

Jo Heaven and Helene Braithwaite (chairperson and responsible individual) welcome comments on our service, however should anyone wish to express dissatisfaction the steps should be followed as detailed in the full policy in the Cylch Meithrin.

07/11/2022

Statement of Purpose.



Cylch Meithrin Tedi Twt

Please address any issues to either Kate Jenkins at the setting on 07847 248430, to Helene Braithwaite on 07983 519860 or CIW Merthyr on 0300 7900 126.

cssiw@wales.gsi.gov.uk

Welsh Government office, Rhydycar Business Park, Merthyr Tydfil, CF48 1UZ.

Full copies of all our policies are available at the Cylch Meithrin. The statement of purpose will be reviewed annually. CIW are informed of any changes within 28 days of any changes being made.

Additional information.

PM Sessions only.

Afternoon sessions will be offered and are subject to change. This will be based on the number of children attending.

Parents will be given 4 weeks' notice so that alternative childcare can be arranged.



Cylch Meithrin Tedi Twt

Trefn Y Dydd/ Daily Routine.

9.00-9.10am Children arrive and have free play / Plant yn cyrraedd, chwarae rhydd

9.10-9.15am Tic toc and registration / Tic toc a cofrestru

9.15-10.10am Outside play, intentional teaching / chwarae tu fas

10.15am Tidy up time and yoga or mindfulness / Amser tacluso a yoga

10.20am – Snack time / Amser snack

10.45-11.15am inside play, intentional teaching / Chwarae tu fewn

11.15-11.20am Tidy up time / Amser tacluso

11.20-11.25am bucket, story or singing time / bwced, stori neu canu

11.25-11.30am Coats on and home time / cotiau ymlaen, amser adref.



Cylch Meithrin Tedi Twt

Trefn Y Dydd/ Daily Routine.

12.00-12.30pm Children arrive and have lunch / Plant yn cyrraedd, bwyta cinio

12.30-12.45pm Free play / Chwarae rhydd

12.45-12.50pm Tic toc and registration / Tic toc a cofrestru

12.50-1.50pm OutsidePlay /Amser chwarae tu fas

1.50-1.55pm tidy up / Tacluso

1.55-2.05pm mindfulness yoga.

2.05-2.55pm Gweithgaredd focws a chwarae rhydd / Focus activity and intentional teaching

2.55-3.00pm Tidy up time / Amser tacluso

3.00-3.10pm Singing time / Amser Canu

3.10-3.15pm Coats on and home time / cotiau ymlaen, amser adref.

***2.00-3.00pm** - Rolling snack.