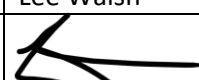


Statement of Purpose

Summary

Regulation Reference: Regulated Services (Service Providers and Responsible Individuals) (Wales) Regulations 2017 – Regulations 7–9

NMS References: All applicable, particularly NMS 1–20

Company Number:	14410167
CIW Number:	CYM00005995
Author:	Kate Walsh
Revision Date:	14-Aug-2025
Review Date:	14-Aug-2026
Document Status:	Live
Approved By:	Lee Walsh
Signature:	

1. Service Provider Details (Reg. 7(1)(a))

Service Provider Name:	Abergavenny Nursery Ltd
Company Number	14410167
CIW Registration Number	CYM00005995
Registered Address	Monmouth House. Park Road, Abergavenny, Monmouthshire, NP7 5TT
Responsible Individual:	Lee Walsh
Operations Director/Owner	Kate Walsh
Person In Charge (Manager)	Leah Sagan
Person In Charge (Other)	Shannon Williams, Raena Price
Telephone Number	07951 631059
Email	enquiries@abergavennynursey.co.uk
Website	www.abergavennynursery.co.uk

2. Aims and Objectives (Reg. 7(1)(b); NMS 1)

We are an established, modern nursery based in the centre of Abergavenny. We aim to create a happy, homely, and secure environment in our bright and airy setting where children feel comfortable to learn through play. Our approach is child-led with activities that are fun and meaningful, scaffolded by our dedicated nursery team. We liaise with professionals to support the best interests of every child, placing the child's voice at the forefront of our work to promote independence and responsibility. We invest in staff training to maintain the highest standards of care.

3. Facilities and Services (Reg. 7(1)(c); NMS 13–16)

Our nursery has three large rooms (babies, toddlers, pre-school), a cosy sleep room, and a separate dining room. Resources are age-appropriate, mostly wooden, and open-ended to encourage creativity, rotated regularly. Outdoor space includes sand and water play, a mud kitchen, a large construction area, bikes, ride-ons, and a climbing wall, large play house with outdoor wooden gazebo, with a cosy baby outdoor area. Breakfast, snacks, lunch, and tea are included in fees, along with nappies and wipes.



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4. Range of Needs Provided For (Reg. 7(1)(d); NMS 3, 10, 11)

We care for up to 53 children aged 0–4 years, from all nationalities, cultures, and religions. We welcome children with additional needs and provide training for staff to meet specific requirements. The primary language is English, with incidental Welsh used daily through questions, praise, songs, and stories to support bilingual development.

5. Staffing (Reg. 7(1)(e); NMS 7–9)

All rooms have at least two Level 3 qualified assistant. All staff are first aid trained, hold enhanced BS certificates, safeguarding and food hygiene as a minimum. All have references and qualifications recorded. Staffing ratios meet CIW requirements, and staff are encouraged to take part in training to support their own development and the nursery's growth.

6. Opening Hours and Admissions (Reg. 7(1)(f); NMS 18)

We are an approved provider for the **Children Offer for Wales**, offering up to **20 hours per week** funded childcare for eligible 3-4 year olds. We also provide **10 hours per week** (up to 2.5hrs per day) for Early Education funded session in partnership with the local authority. These funded hours can be used in line with scheme rules and are subject to eligibility criteria set by the Welsh Government and Monmouthshire Council. Parents will need to complete the relevant applications form and provide confirmation of funding approval before funded hours can be applied.

Open Monday–Friday, 08:00–18:00, closing for one week at Christmas and on bank holidays. Sessions: Full day, short day, morning, afternoon, early start, and late finish. We offer full-time and term-time contracts, with full-time including a 25% holiday reduction for two weeks per year. Admissions are via a waiting list, with a £50 deposit payable on registration. Fees are due monthly in advance and include meals and nappies. **See Appendix & Registration Form**

7. Well-being, Safeguarding, and Behavior Management (Reg. 7(1)(g); NMS 1–6)

We create a safe, caring, and stimulating environment that fosters positive relationships, self-esteem, and confidence. We have robust safeguarding policies and promote positive behaviour through modelling, encouragement, and consistency.

8. Emergency Procedures (Reg. 7(1)(h); NMS 15)

The Nursery Manager is responsible for fire drills and evacuations. In the event of a fire, staff will raise the alarm, evacuate via the nearest exit, close doors, and assemble outside. Babies and non-walkers will be evacuated using appropriate equipment. In an accident or medical emergency, staff will provide first aid, ensure the safety of all children, contact parents, and call emergency services if necessary. **See Appendix**

9. Review of the Statement of Purpose (Reg. 9)

Reviewed annually by the Responsible Individual and Nursery Manager, or sooner if significant changes occur. Feedback from parents, staff, and CIW is considered.

10. Complaints (Reg. 7(1)(i); NMS 18)

Complaints should be raised following our Complaints Policy. Parents/carers can also contact CIW directly: **CIW, South East Region, Government Buildings, Rhydycar, Merthyr Tydfil, CF48 1UZ. Tel: 0300 790 0126 | Email: CIW@gov.wales.**

Appendix

Daily routine – daily diaries and activities shared using our nursery parent app

Time	Activity
08:00	Arrival, welcome and free play.
08.30	Breakfast time- children serve themselves cereal and sit with their friends.
09.00	Toilets, handwashing, and circle time.
09.30	Free play- indoor and outdoor play
10.00	Morning snack
10.20	Hand washing/toilets
10.30	Focussed activities/ free play
11.30	Lunch
12.30	Toilets and hand washing/sleep time for younger children, Quiet time for older children.
13.30	Free play- indoor and outdoor play
14.30	Music and movement
15.00	Tidy up time
15.15	Story and circle time
16.00	Tea time
16.30	Toilets and handwashing
16.40	Outside play and games
18.00	Nursery closes



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Admissions

Abergavenny Nursery operates a waiting list and whenever a vacancy arises a place will be offered to the applicant at the top of the waiting list. A deposit of £50 is paid when registering a child (this is refundable when the child leaves once the account is paid in full). This is not refundable if the place is not taken up. All fees are payable calendar monthly in advance and four week's notice must be given for a child leaving our nursery. The childcare fees are payable every month in advance on the 27th day of each month. If changes occur part way through a month, the fees will be calculated on a daily rate for that month. Full fees are payable for all days including closures. **Fees include all meals and nappies.**

Session	Fee
Full day – 8am-6pm	£65.00
Shorter day- 10am -4pm	£40.00
Morning- 9am-1pm	£33.00
Afternoon- 1pm-5pm	£33.00
Early start- 7.30-8am	£5.50
Late finish-6.00-6.30 pm	£5.50

Fire & Evacuation

Our Nursery manager has overall responsibility for the fire drill and evacuation procedures.

On discovering a fire-

- Calmly raise the alarm
- Immediately evacuate the building under guidance from the person in charge.
- Using the nearest exit, lead the children and any visitors and assemble on the paved area next to Tesco.
- Close all doors as you go.
- Babies and children that cannot walk should be evacuated from the baby room/sleep room using the fire exit and stairs. All staff that may be on lunch break to support with evacuation from the baby room if safe to do so.
- Do not collect personal belongings.



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- The person in charge is in charge of picking up the registers and fire emergency bag with nappies/medication etc.
- Account for all adults and children
- Await emergency services

Accident or medical emergency-

- Contain the emergency, call emergency services if required.
- Check the safety of all children- move to a different space if required.
- Administer first aid if required
- Contact parents/carers

Policies and Procedures

Our policies and procedures in supporting our service and statement of purpose can be found on our website, or on request from our management team.

END OF DOCUMENT