



# Renfrew Street Nursery



## Handbook 2019/20

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## **Introduction**

Renfrew Street Nursery School is situated in the Garnethill area of Glasgow, close to the City Centre. The nursery is non-denominational, and we welcome children and families from all faiths, religions and beliefs. The fully qualified staff provide pre-school education for children aged 3 to 5 years. The nursery accommodates 40 children at any one time. Lunch is free and lunch places are available for children accessing extended hours and there are some additional lunchtime places available for the children of parents who are working, or studying. All places are allocated according to Glasgow City Council's Admissions and Charging Policy for Early Years.

### **Vision, Values and Aims**

Vision - To create a learning environment that is Safe, Healthy, Achieving, Nurturing, Active, Respectful, Responsible and embraces Inclusion.

We will support each other and families to provide children and adults with valuable experiences and encourage lifelong learning.

Values - To do this we will

- Put children firmly at the centre of learning
- Consult and listen to children and take account of their voices
- Engage children in high quality learning experiences both indoors and outdoors
- Meet the needs of individual learners with differing abilities
- Ensure that we get it right for every child

Aims - We aim to

- Work in partnership with parents and carers to ensure that every child reaches their potential
- To actively promote a climate of equality and fairness for all service users
- To be respectful and embrace difference
- To create a learning environment which promotes stimulating, active and enquiring minds, ultimately leading to fun through learning

***Renfrew Street Nursery School plans to review our vision and values taking input from parents and children during the 2019-20 session.***

### **Policies and Procedures**

Renfrew Street has a range of nursery policies and procedures to ensure that we maintain a high standard of care and education within the centre.

Children and families will be involved in compiling our policies and have the opportunity to share their views and thoughts. Copies of our policies are available on request.

# Staffing

<b>Steve Rivers</b>	<b>Head of Establishment</b>
<b>Sharon Wright</b>	<b>Child Development Team Leader</b>
<b>Parmjit Gabrie</b>	<b>English as an Additional Language Teacher</b>
<b>Dionne Clark</b>	<b>Child Development Officer (term time)</b>
<b>Sulyta Cherry</b>	<b>Child Development Officer (52 weeks)</b>
<b>Aqsa Wahid</b>	<b>Child Development Officer (52 weeks)</b>
<b>Afsaneh Mousavi</b>	<b>Child Development Officer (52 weeks)</b>
<b>Nicole Caskie</b>	<b>Child Development Officer (52 weeks)</b>
<b>Amy Graham</b>	<b>Child Development Officer (52 weeks)</b>
<b>Fiona Kerr</b>	<b>Child Development Officer (52 weeks)</b>
<b>Aida Rogers</b>	<b>Learning Support Assistant</b>
<b>Susan Bell</b>	<b>Clerical Assistant</b>
<b>Iaman Hadiy</b>	<b>Catering Assistant</b>
<b>Janet Martin</b>	<b>Janitor/Cleaner</b>



## Opening Hours



The nursery is open from 8.00am to 6.00pm throughout the year. The nursery is closed during public holidays and in-service days. A list is provided at the back of the handbook. Session times are according to the parent request form but typically are 8am-1pm, 1pm-6pm and 8am-6pm. Parents may be able to continue the nursery hours that they accessed prior to the extension of hours however

## Applying for a Nursery Place

Applications forms can be completed when your child becomes two years old. All applications will be considered at area admission group, which take place regularly throughout the year. These meetings are attended by Heads of Establishments, and representatives from other agencies involved in supporting children and families. Nursery places are allocated in line with Glasgow City Council's Admission Policy. Information relating to the admissions procedure is available on request.

## Enrolment

When your child has been allocated a nursery place, you will be informed in writing and invited to visit the nursery with your child. A home visit will be arranged and you will be asked to complete the enrolment paperwork. You will also meet your child's keyworker at this time. A start date will be agreed, and you will receive information relating to the nursery, and the settling in procedure. Nursery induction group meetings for parents are held during the year, in particular during June for August enrolment.



## Snacks and Lunches

Children attending nursery for either a morning, or afternoon, session will receive a snack during their time in nursery. Those attending full days will also receive lunch, which is provided free of charge. A late afternoon "tea" is provided for children attending until 6pm. All snacks and lunches are prepared in line with Renfrew Street Nursery's Healthy Eating Policy and setting the table guidance. If your child has any special dietary requirements, please discuss this with the Head of Establishment. A letter from your child's dietician/GP is required if the dietary requirements are for medical reasons.

## Charges

The charges as for Term 2019-20 (for hours in addition to extended/1140 hours) are as follows:

Standard Rate	£4.00 per Hour
Discounted Rate (Glasgow Residents)	£3.00 per Hour
Resident Second Child Rate	£2.20 per Hour
Resident Third Child Rate	£1.70 per Hour
Resident Reduced Rate*	£1.00 per Hour

All charges, including those for meals and snacks are subject to annual review and any changes will be notified to parents/carers by the head of your early years' establishment.

\*A reduced rate may apply if the joint household annual income (whether with partner/lone parent/student receiving SAAS award) is less than or equal to £16,105. If the parent/carer is a student and college/university do not pay for childcare charges and joint household income is less than or equal to £16,105. Information on eligibility and application forms for free establishment meals may be obtained from establishments and from Grants section at Education Services Headquarters on 0141 276 1177.

All children are entitled to a funded nursery place starting on the Monday after their 3<sup>rd</sup> birthday, subject to space in nursery, unless a child's 3<sup>rd</sup> birthday is between 1<sup>st</sup> March and the start of the following session. In this case, places would normally start from the August start of term after their 3<sup>rd</sup> birthday.

For children aged 3 to 5 years, charges will apply only to hours attended over and above the 1140 hours currently allocated free of charge to children in Glasgow City Council pre-five establishments.



## **Toy Fund/Fundraising**

Contributions to the nursery fund are welcomed every week - £3.50 per week is suggested as a suitable amount. The money collected is to supplement the per capita allowance annually allocated to the nursery by Glasgow City Council. It is used to buy equipment for the Nursery and to help to subsidise outings, birthdays and events such as children's parties. The nursery fund accounts are audited by Glasgow City Council and are available for inspection at any time.

Other fund raising events are organised during the school year and we always welcome ideas and help from parents.



## **Attendance**

To enable your child to fully benefit from the nursery education, regular attendance is very important. If, for some reason, your child is unable to attend, we would ask that you contact the nursery to let us know. If we receive no contact from you on the first day of absence, we will contact you either by telephone or letter.

## **Working Together**

We ensure that parents and carers are kept up-to-date with nursery issues through day to day contact, newsletter, notices and telephone calls. Information about each child's learning and developmental progress is collected in his or her online Learning Journals profile, which is available for parents to look at whenever they wish to through computer or smartphone/tablet. Parents are encouraged to discuss their child's progress, and share learning between home and nursery. In doing so, we are able to ensure that we have a holistic view of the child, and that we work together to meet his or her individual needs.



## **The Nursery Curriculum**

A Curriculum for Excellence is bringing learning to life and life to learning. We plan using the Scottish Executive's Curriculum for Excellence 3-18. Our children are actively involved in planning and assessing their learning.

We aim to provide an inclusive, responsive, creative, exciting, challenging, enjoyable and reflective environment, which respects diversity and promotes achievement.

We encourage independent and child initiated learning – staff support this by offering learning experiences which support children’s needs, interests and learning styles.

Our curriculum offers a wide range of learning opportunities and experiences.

Our curriculum ensures -

- Active, experiential learning
- A holistic approach to learning
- Smooth transitions
- Learning through play

It is widely recognised that children learn best through play. In our nursery we support each child’s development through a play-based curriculum.

We use the children’s interests to plan and support our children in their learning. For example, we may want to learn about Super Heroes –through this we will be learning about helping others, caring for the environment, learning about colours, shapes etc.

We may look at comics - this is a great way to develop our literacy skills.

It is important to remember that it is not a final product that is important, it is the **skills** and **experiences** we are developing by taking part – so if our baking doesn’t taste as it should - don’t worry!

The participation and development of skills is much more important!

If your child comes home with no paintings or drawings - don’t worry. They will still have been learning – just learning through different experiences.

Not all children want to paint or draw and there are many other learning opportunities available and so many to choose from.

Your child may have been busy building in the construction area, playing in the sand, working out in the physical room or playing outside to name a few, they simply may have chosen to participate in other experiences on offer.

We promote children’s learning in a variety of ways - observing, planning and discussing next steps to extend, support or challenge children in their learning.

All staff in Renfrew Street Nursery

- Listen and interact with children through play
- Show interest and pleasure in children’s achievement
- Use key questions to extend children’s learning

Staff will be glad to discuss with you what your child will be learning. We have a planning wall in each room and we will put children's learning interests in our regular newsletters as well as on our screen in the entrance area. Our learning plans are compiled using the following areas from the Curriculum for Excellence:

- Health and Wellbeing
- Literacy and English
- Numeracy and Mathematics
- Expressive Arts
- Technologies
- Social Studies
- Sciences
- Religious and Moral

As well as the 8 curricular areas, we also use the 4 capacities to help the children to become:

#### **Successful Learners** with

- enthusiasm and motivation for learning
- determination to reach high standards of achievement
- openness to new thinking and ideas and able to use literacy, communication and numeracy skills
- use technology for learning
- think creatively and independently
- learn independently and as part of a group
- make reasoned evaluations
- link and apply different kinds of learning in new situations

#### **Confident Individuals** with

- self respect
- a sense of physical, mental and emotional wellbeing
- secure values and beliefs
- ambition

**and be able to**



- relate to others and manage themselves
- pursue a healthy and active lifestyle
- be self aware
- develop and communicate their own beliefs and view of the world
- live as independently as they can
- assess risk and take informed decisions
- achieve success in different areas of activity

**Responsible Citizens** with

- respect for others
- commitment to participate responsibly in political, economic, social and cultural life

**and be able to**

- develop knowledge and understanding of the world and Scotland's place in it
- understand different beliefs and cultures
- make informed choices and decisions
- evaluate environmental, scientific and technological issues
- develop informed, ethical views of complex issues

**Effective Contributors** with

- an enterprising attitude
- resilience
- self-reliance

**and able to**

- communicate in different ways and in different settings
- work in partnership and in teams
- take the initiative and lead
- apply critical thinking in new contexts
- create and develop
- solve problems



Further information relating to the Curriculum for Excellence can be found at

<https://bit.ly/2iXHx9h> (Education Scotland shortened link)

## **Assessment & Reporting**

All children are assessed both formally and informally throughout the year. This allows children and their keyworkers to identify their strengths and areas for improvement. A variety of assessment methods are used to enable staff to pass on information to parents about the progress of their child. Learning records are kept by the keyworker and form the basis of discussion at Parents' Evenings in November and May. (These dates may change). An annual report is sent to parents towards the end of each school year.

If you have any concerns about your child's progress do not hesitate to contact the nursery.

## **Parental Involvement**

**WE VALUE YOUR SUPPORT IN YOUR CHILD'S LEARNING. LEARNING IS A SHARED PROCESS**

Visitors, especially parents and relatives of the pupils, are welcome to come into the school and see for themselves the opportunities Renfrew Street Nursery offers children and their families. Education is a joint venture between children, staff and parents.

We actively encourage parents to participate in the learning environment e.g. with construction, model making, baking, storytelling, drama, music and also to facilitate outings.

Please share your talents with us!

We value parents as the first educators of your child and we encourage you to play a full and active role.

## **Parents' Groups**

We will offer parents' groups which meets routinely each term or more regularly to discuss particular issues. The purpose of the parents groups is to facilitate the exchange of home/nursery information and help the nursery to communicate more effectively with parents, and to be involved with nursery improvements and policies..

Please speak to your child's key worker or the Head of Establishment/Team Leader if you wish to join the Group.



## **Social, Moral and Cultural Values**

We offer the children opportunities to take part in learning experiences designed to enable them to learn about and celebrate different festivals and cultures. We encourage the children to be kind, safe and responsible with the expectation that the children will become confident individuals with positive self-esteem. We aim to develop their beliefs, attitudes, moral values and practices through personal search, discovery and critical evaluation, and make a positive difference to the world by putting their beliefs and values into action.

## **Religious Observance**

Renfrew Street Nursery is a non-denominational nursery. This means that we do not observe one particular religion. We do however celebrate important cultural and religious festivals and events relevant to our children and families. We encourage everyone to be involved and celebrate the diversity of our community.

## **Child Protection and Child Welfare & Safety**

All educational establishments and services must take positive steps to help children and young people protect themselves. By ensuring that programmes of health and personal safety are central to the curriculum there should be in place a curriculum that ensures that children and young people have a clear understanding of the difference between appropriate and inappropriate behaviour on the part of another person, no matter who.

As with all other areas of the curriculum, you will be kept informed of the health and personal safety programme for your child/ young person.

Educational establishments and services must create and maintain a positive ethos and climate which actively promotes children and young people's welfare and a safe environment by:

- ensuring that children and young people are respected and listened to,
- ensuring that programmes of health and personal safety are central to the curriculum,

- ensuring that staff are aware of child welfare, safety and protection issues and procedures,
- establishing and maintaining close working relationships and arrangements with all other agencies to make sure that professionals collaborate effectively in protecting children and young people

Should any member of staff have concerns regarding the welfare or safety of a child or young person they must report these concerns to the Head of the Establishment. The Head, or the person deputising for the head, after judging that there may be grounds for concern regarding the welfare or safety of the child or young person must follow the guidelines of Glasgow Standard Circular 57, then advise the duty Senior Social Worker at the local Social Work Services Area Office of the circumstances.

As well as the above, staff have a responsibility to implement the Scottish Executive document Safe and Well. This document offers guidance in relation to good practice. It also includes the Children's Charter and National Framework Standards for protecting children and young people.

### **Getting it Right for Every Child (GIRFEC)**

The GIRFEC approach is about how staff in all children's services meet their needs by working together to ensure that children reach their full potential.

[www.scotland.gov.uk/gettingitright](http://www.scotland.gov.uk/gettingitright)



### **Equal Opportunities and Social Inclusion**

In Renfrew Street Nursery School, we follow the legislation of the Equality Act 2010, and are alert to anti discriminatory behaviour. We promote positive relationships and ensure that the children, families, staff and other service users are treated fairly, with respect and without discrimination. We offer learning experiences to raise children's awareness of different cultures, beliefs and religions, and encourage the children to be respectful and sensitive towards each other's needs.

### **Accessibility Strategy**

In Renfrew Street Nursery, we have a duty to ensure that all of our children have equal access to the curriculum, supported as appropriate to their individual needs.

This covers not only the content of planned experiences and learning strategies, but also minor adaptations to the physical environment of our building to address the needs of children with physical or sensory impairments. This may include the relocation of playrooms to the ground floor where feasible. We also need to ensure that parents and carers who have a disability have equal access to information about their child. This may involve, for example, relocating the venue for parents and carers meetings to facilitate physical access; provision of an interpreter for people who have a hearing impairment; agreeing a phone contact system to provide direct feedback to parents and carers.

### **Additional Support Needs**

At Renfrew Street Nursery staff acknowledge that each child is unique and so every child will be supported to access the whole curriculum and to enjoy and celebrate success in their learning. Our aspiration for all children is that they are supported to be successful learners, confident individuals, responsible citizens and effective contributors. We will work with you to achieve this for your child.

We believe that all children learn in different ways and may experience a variety of additional support needs at different times in their education. For some children, the support they require will be of a long-term nature, whereas for others, it may only be for a temporary short period. Parents are urged to discuss any worries/concerns they may have about their child's development or behaviour with the Head of Establishment or their child's Keyworker.

If your child requires additional support, staff will observe/monitor your child's progress and this will be discussed with you. Your views are important to us and will be taken into account when a plan is created to help your child take his/her learning forward.

The nursery works closely with outside agencies including Psychological Services, Speech and Language Therapy and Health Visitors etc. If your child has received any additional support to access the curriculum or to take learning forward, his/her local school will be informed of this before his/her first day in August. A meeting, to which you will be invited, will be arranged so that your child's transition is made as smooth as possible for him/her and everyone involved. This may also involve a Wellbeing Plan being put in place to support your child.

The authority's policy in relation to provision for additional support needs. Glasgow City Council has a duty, as outlined in the Standards in Scotland's Schools 2000 Act, to ensure that your child achieves their potential. Glasgow's Education Services is committed to the inclusion of all children and young people with additional support needs, where possible, within mainstream schools. This is in accordance with the statutory requirements in the 2000 Act. The authority recognises that there are a wide range of factors, which may act as a barrier to your child's learning.

We are committed to working closely with parents and carers to ensure that you are fully involved in overcoming barriers to learning. Additional support needs may be linked to a learning difficulty or disability but could also apply to a child or young person suffering from bereavement who requires pastoral support, a more able child/young person or those with a particular talent, which needs to be fully developed. The policy requires all establishments to provide an environment where children and young people with additional support needs are actively encouraged to be effective learners and benefit from their school education.

Any parent/carer seeking further advice regarding this policy should contact the Head of Establishment in the first instance.

If a parent is unhappy with the support their child is getting they must first discuss this with the nursery in order to seek a resolution at a local level.

Further information relating to Additional Support Needs is also available on the Glasgow City Council website –

<https://www.glasgow.gov.uk/index.aspx?articleid=18941>

## Dealing with Racial Harassment

The Race Relations Act of 1976 makes it unlawful to discriminate against someone because of his/ her colour, race, ethnic or national background. The Act makes it the duty of Glasgow City Council to eliminate unlawful racial discrimination.

In 1999 the guidelines, 'Dealing with Racial Harassment' were issued to assist all teaching staff in dealing with such incidents. The adoption of an anti-racist approach should be seen as one part of the continuing attempt to improve the quality of education. Glasgow City Council recognises that support from the home is essential if these aims are to be achieved. Every child in Glasgow has the right to be happy and secure at establishment.



## Bullying

Bullying behaviour will not be tolerated within Glasgow City Council's educational establishments. All children in Glasgow's educational establishments have an entitlement *"to work (and play) in a learning environment in which they feel valued, respected and safe and are free from all forms of abuse, bullying or discrimination"*. (A Standard for Pastoral Care in Glasgow Establishments).

In 2009, Glasgow City Council published its revised Anti-Bullying Policy, incorporating the requirement to record and report all discriminatory behaviours within educational establishments. All establishments are required to review their policy in light of this. Parents and carers have a significant role to play in helping to address this problem. For this reason any anti-bullying strategy must stress the importance of partnership with the parents and carers of the children.

In Renfrew Street Nursery, we promote positive behaviour by encouraging the children to be respectful towards, and form positive relationships with others.

## Positive Behaviour

Children's Rights as outlined in the UNCRC (United Nations Convention on the Rights of the Child) are fundamental to a good school ethos. Adults in our nursery will work with children to ensure they are aware of their rights and fully respect the rights of others. Therefore, the approach within Renfrew Street Nursery is to build a positive

ethos that demonstrates care and respect for all. Positive behaviour is praised and celebrated with our main values being “Kind”, “Safe” and “Responsible”

## Clothing

Please dress your child in comfortable clothing for play and to help them visit the toilet on their own (no belts, dungarees or stiff buttons). We do not want to cause upset if good clothes get messy. Children are not required to change their shoes. But they can bring indoor shoes if you wish. Please leave coats and wellington boots in the cloakroom for use in outdoor play. A spare pair of clothing at nursery is needed in case children’s clothing becomes wet or messy which can happen during play. Each child has a named peg for their coat. Please write your child’s name on all items of clothing.

There are some forms of dress which are unacceptable in nursery, such as items of clothing which:

- potentially encourage faction (such as football colours):
- could cause offence (such as anti-religious symbolism or political slogans);
- could cause health and safety difficulties such as loose fitting clothing or dangling earrings
- carry advertising, particularly for alcohol or tobacco; and
- could be used to inflict damage on other children and young people or to be used by others to do so.

Glasgow City Council is concerned at the level of claims being received regarding the loss of children and young peoples’ clothing and/or personal belongings. Parents and carers are asked to assist in this area by ensuring that valuable items and unnecessarily expensive items of clothing are not brought to establishment. Parents and carers should note that the authority does not carry insurance to cover the loss of such items and any claims submitted are likely to be met only where the authority can be shown to have been negligent.





## Medication and Medical Requirements

If your child is in need of medication during his/her time at nursery, you should discuss their requirements with the Head of Establishment. Prescribed medication will be given at the discretion of the Head of Establishment, and you will be required to complete a form authorising the nursery staff to administer the medication to your child. The Head of Establishment will give you the necessary form to complete and explain how we manage medication. **Please allow time to complete these forms before dropping off your child.**

If your child has a medical condition it is extremely important that you discuss this with the Head of Establishment to ensure the safety and wellbeing of your child. E.g. If your child suffers from asthma you must tell the Head of Establishment if there are any activities or specific circumstances, which are likely to bring on an attack and provide an inhaler if needed. If your child suffers from epileptic attacks you must inform the Head of Establishment of any emergency treatment required.

### **If your child becomes ill**

If your child should become ill at nursery, he/she will be made as comfortable as possible. You will be contacted, and may be asked to collect your child and seek medical advice. In the case of a serious illness or accident, your child will be taken to hospital and you will be asked to meet us there.

If your child is unwell, please contact the nursery to advise us of the situation.

### **Minor Accidents and Upsets**

If your child has a minor accident or upset in nursery, this will be dealt with by a member of staff. You will be informed when you come to collect your child, and asked to sign an accident form stating exactly what happened to your child. In cases of head bumps, you will also receive an advice slip giving guidance on monitoring your child over the following day or so.



## Information in Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which can lead to disruption. Establishments may be affected by, for example, severe weather, temporary interruption of transport, power failures or difficulties with fuel supply. In such cases we shall do all we can to let you know about the details of closure or re-opening. We shall keep you informed by using telephone calls, letters, and notices in local shops, community centres, local places of worship and announcements in the press and on local radio. To allow you to be contacted in an emergency it is essential that you keep the nursery informed of any changes to your telephone numbers and address.

**Privacy Statement** The new Data Protection Act (2018) introduces more safety measures about how your personal data is used by organisations. It includes taking into account new mobile technology which captures personal data - to help you trust how it is processed and shared.

### As a council we have:

- introduced new documenting and processing procedures
- strengthened our rules for deleting and removing personal data
- changed how we communicate with you to be open about what we do with your data
- made sure that we perform privacy assessments for certain customers
- only use the minimum amount of personal data that we need to deliver a service to you
- responded to personal data enquiries within the appropriate timeframe
- notified you, where required, if we lose your personal data and breach the Act.

Under the new rules, as a public body we were also required to appoint a Data Protection Officer. This is a dedicated senior officer who enforces how we collect and process your personal data in line with the new data protection law.

For further information please see our full privacy statement at

<https://www.glasgow.gov.uk/index.aspx?articleid=22066>

## **The Freedom of Information (Scotland) Act 2002**

The Freedom of Information (Scotland) Act 2002 enables any person to obtain information from Scottish public authorities. The act applies to all Scottish public authorities including: Scottish Government and its agencies; Scottish Parliament; local authorities; NHS Scotland; universities and further education colleges; and the police.

Public authorities have to allow access to the following information:

- The provision, cost and standard of its service
- Factual information or decision-making
- The reasons for decisions made by it.

The legal right of access includes all types of '*recorded*' information of any data held by the Scottish public authorities. From 1st January 2005, any person who makes a request for information must be provided with it, subject to certain conditions.

Further information is provided on the Glasgow City Council website:

<https://www.glasgow.gov.uk/index.aspx?articleid=17479>

Internet facilities are provided at all Glasgow City Council Public Libraries and Real Learning Centres.

### **Comments and complaints**



If you have a comment or complaint please approach the Head of Establishment in the first instance.

If the Head of Establishment does not resolve the issue to your satisfaction, you should contact our Customer Care Team who will:

- Take a totally neutral stance in fully investigating your complaint
- Acknowledge receipt of your complaint within five working days
- Give a full written response within a further 20 working days, unless another timescale has been agreed.

The Customer Care Team contact details are:

**Customer Care Team  
Chief Executive's Office  
Glasgow City Council  
G2 9RZ**

**Tel: 0141 287 0900**

Or use online form

<https://www.glasgow.gov.uk/index.aspx?articleid=18358>

### **Addresses and Contacts**

**Maureen McKenna**  
Executive Director of Education  
Education Services  
Glasgow City Council  
40 John Street  
City Chambers East  
GLASGOW  
G1 1JL  
Tel: 0141 287 4551

You may also complain directly to the Care Inspectorate (the regulator of early years establishments). The Care Inspectorate may ask you if you have raised the concern with nursery first.

### **Care Inspectorate Office Paisley**

Renfrewshire House  
Cotton Street  
Paisley  
PA1 1BF

Tel: [0345 600 9527](tel:03456009527)

Email: [enquiries@careinspectorate.com](mailto:enquiries@careinspectorate.com)





**Nursery holidays/closed days 2019 to 2020**

Term time only	Reason	Year round/52 weeks
Monday and Tuesday 12 <sup>th</sup> and 13 <sup>th</sup> August 2019	<i>In Service days (staff development)</i>	Monday and Tuesday 12 <sup>th</sup> and 13 <sup>th</sup> August 2019
<b>FIRST DAY OF TERM</b>  Wednesday 14 <sup>th</sup> August 2019		<b>FIRST DAY OF TERM</b> Wednesday 14 <sup>th</sup> August 2019
Friday and Monday 27 <sup>th</sup> and 30 <sup>th</sup> September 2019	<i>September weekend</i>	Friday and Monday 27 <sup>th</sup> and 30 <sup>th</sup> September 2019
Friday 11 <sup>th</sup> October 2019	<i>In Service day (staff development)</i>	Friday 11 <sup>th</sup> October 2019
Monday to Friday 14 <sup>th</sup> to 18 <sup>th</sup> October 2019	<i>October week</i>	N/A (Nursery open)
Friday 29 <sup>th</sup> November 2019	<i>In Service day (staff development)</i>	Friday 29 <sup>th</sup> November 2019
<b>LAST DAY OF TERM</b> Thursday 19 <sup>th</sup> December 2019		<b>LAST DAY OF TERM</b> Tuesday 24 <sup>th</sup> December 2019
Friday 20 <sup>th</sup> December 2019 to Friday 3 <sup>rd</sup> January 2020 (inclusive)	<i>Christmas and New Year</i>	Wednesday 25 <sup>th</sup> December 2019 to Thursday 2 <sup>nd</sup> January 2020 (inclusive)
<b>RETURN TO NURSERY</b> Monday 6 <sup>th</sup> January 2020		<b>RETURN TO NURSERY</b> Friday 3 <sup>rd</sup> January 2020
Friday 7 <sup>th</sup> February 2020	<i>In Service day (staff development)</i>	Friday 7 <sup>th</sup> February 2020
Monday and Tuesday 10 <sup>th</sup> and 11 <sup>th</sup> February 2020	<i>February mid-term holiday</i>	N/A (Nursery open)
Wednesday 12 <sup>th</sup> February 2020	<i>In Service day (staff development)</i>	Wednesday 12 <sup>th</sup> February 2020
Monday 6 <sup>th</sup> April to Friday 17 <sup>th</sup> April 2020 (inclusive)	<i>Spring Holiday (Easter)</i>	Friday 10 <sup>th</sup> and Monday 13 <sup>th</sup> April 2020
Friday 8 <sup>th</sup> May 2020	<i>May holiday</i>	Friday 8 <sup>th</sup> May 2020
Monday 11 <sup>th</sup> May 2020	<i>In Service day (staff development)</i>	Monday 11 <sup>th</sup> May 2020
Friday 22 <sup>nd</sup> to Monday 25 <sup>th</sup> May 2020 (inclusive)	<i>May weekend</i>	Friday 22 <sup>nd</sup> to Monday 25 <sup>th</sup> May 2020 (inclusive)
<b>LAST DAY OF NURSERY</b> Wednesday 24 <sup>th</sup> June 2020		N/A (Nursery open)
	<i>Glasgow Fair Holiday</i>	Monday 20 <sup>th</sup> July 2020