



Teddy Bears Childcare

Welcome Pack

Contents

WHO ARE WE	PAGE 2
WHAT MAKES TEDDY BEARS A GREAT NURSERY?.....	PAGE 3
OUR STATEMENT.....	PAGE 4
TEDDY BEARS NURSERY TEAM.....	PAGE 5
PANDA BEAR ROOM (0-2 YRS).....	PAGE 6
BROWN BEAR ROOM (2 - 5 YRS)	PAGE 7
TEDDY BEARS NURSERY TIMETABLE.....	PAGE 8
PRICES GUIDE	PAGE 9
SENCO.....	PAGE 10
TERMS AND CONDITIONS	PAGE 11
WHAT HAPPENS NEXT	PAGE 12



Teddy Bears Childcare
22 Queenswood Road
Scunthorpe
DN16 3QS
Tel. 07983745394

Ofsted Ref. Number - 2531328

Teddy Bears Nursery
46 Glanville Avenue
Scunthorpe
DN17 1DD
Tel. 01724340165

Ofsted Ref. Number - 2886064

Teddybearschildcare@outlook.com
Admin@teddybearschildcare.co.uk

Thank you for choosing Teddy Bears as your nursery of choice,
At Teddy Bears we know how important this decision is to entrust us with the care and education of your child(ren).

We want you to know that your little one(s) are in safe hands with Teddy Bears, we pride ourselves in providing the best possible care at a truly affordable price! We hope this information pack will provide some of the answers to questions that you may have, however, we'd love to also welcome you into our nursery for further discussions, so please do call a member of our friendly and helpful management team today for a chat, tour or simply for more information. We look forward to hearing from you soon.

Teddy Bears Nursery

We are delighted to welcome our new nursery site, owned by Melissa, which marks an exciting new chapter for us. Located on Glanville Avenue, the site is much larger than our current property and benefits from two outdoor areas that will offer children more space to play, explore, and learn. Previously known as Happy Stars Babies, While our other site operates from a residential setting, this new location is a purpose-built nursery, designed to offer improved facilities while still maintaining the same home-from-home feeling that families value. , allowing us to create a more purpose-built, welcoming environment for our children, families, and team.



Our Statement

We are passionate about our roles Nursery Practitioners and work hard to provide all children with the best possible care service that we can.

We will strive to:

- Provide a safe and secure environment for all children.**
- Provide a clean environment in which all children can play, learn, develop, and grow.**
- Provide a wide variety of stimulating activities that are appropriate to the age of each child.**
- Recognise every child as an individual and provide opportunities for each child to develop their own personal interests.**
- Encourage creativity, self-expression, and imagination through various games & activities.**
- Promote children's good behaviour through praise, encouragement, and guidance.**
- Encourage and develop language and communication through one-to-one interaction alongside a range of play, storytelling, and other activities.**
- Develop dexterity and co-ordination, through a variety of games and fun activities.**
- Be a positive role model and promote social skills, encouraging courteous behaviour and respect for others.**
- Develop moral values that promote consideration for individual and cultural differences.**
- Provide a healthy diet and encourage your child to learn about their own health and well-being.**



Our Management team

Melissa

Founded in 2017 from her own home, our owner Melissa realised her dream of opening Teddy Bears Childcare. That journey has now led to the purchase of a new site, proudly renamed Teddy Bears Nursery.

Leahna

Alongside our owner Melissa, Leahna oversees both nursery sites and plays a vital role as our Designated Safeguarding Leader.

Rebekah

Rebekah is the newest member of our management team and serves as Deputy Manager at our Teddy Bears Nursery.

Matt

Matt is our Office Manager, Started in 2025 to give us more time to spend with our Teddys

Panda's 0-2 years

Razia
Meg
Louise
Naomi

Teddy Bears Nursery

Brown Bear's 2-5 years

Charlotte
Katie
Megan
Laura
Melissa
Leah

Nursery Apprentice

Olivia



Panda Room

(6 months - 2 years)

In our Panda Room, we create a warm, nurturing space where our youngest children — from birth to two years old — can grow, explore, and thrive at their own pace. We understand that these early years are filled with wonder and discovery, so we provide a safe, loving environment where every baby feels secure and valued. Through gentle interactions, sensory play, music, and stories, we support each child's developing curiosity, communication, and confidence. Our practitioners respond to every smile, sound, and step with encouragement, building trusting relationships that lay the foundation for lifelong learning. In the Panda Room, every moment — from cuddles and laughter to first words and wobbly steps — is celebrated as part of each child's unique journey of growth and development.



Brown Bears Room

(2 - 5 years)

Welcome to our Brown Bear Room, a bright and happy space designed especially for our curious and energetic 2-5-year-olds! Led by our wonderful group of educators, the room is always buzzing with laughter, learning, and adventure. Each day is filled with exciting activities that spark imagination — from creative art projects and messy play to outdoor exploring and storytime cuddles. The ladies create a warm, nurturing environment where every little Brown bear feels safe, supported, and ready to grow. Whether we're building friendships, discovering new skills, or simply having fun, our Brown Bears are always learning through play!



Our Timetable

PANDA'S

BROWN BEARS

8AM	Breakfast	Breakfast
9AM	Welcome time	Welcome time
10AM	Snack	Snack
10.30AM	Adult Led Play	Adult Led Play/Activity
11.45AM	Lunch	Lunch
12.30PM	Nap time	Nap time
2PM	Snack	Snack
3PM	Child Led Play	Child Led Play
4PM	Evening Snack	Evening Snack
4:30PM	Child Led Play	Child Led Play

Our prices

Under 5's hourly rate
£6.50
Over 5's hourly rate
£6.25

Lunch - £3.50
Light tea snack -£1.50

Government funded places available

Tax Free Childcare accepted

Student loan accepted

Settling in sessions

Before the children start at our setting, we invite them to come and attend three 1-hour sessions, this enables your child to meet the staff and familiarize themselves with this new environment.

These sessions are free of charge.

If a child requires more settling sessions at the nursery, we will discuss with you and arrange further sessions before their start date.

Safeguarding

Safeguarding the children within our care is a high priority which means all our staff are trained appropriately to deal with any issues which may arise. As a childcare setting, we are required to report any safeguarding concerns about the children attending our setting, if we do have a concern regarding a child's welfare, then the local children's services duty officer and Ofsted will be informed.

Within our setting we operate a password and Identification system, in which anyone collecting your child, other than yourselves, can do so with prior confirmation from yourselves and a password. We may also ask for Identification upon pick up.



SENCO

The setting fulfils the code of practice for the identification of Special Educational Needs (SEN). The child's special educational needs or additional needs must be identified by Parents/Carers, the child's key worker, and any other professional bodies involved with the child e.g., Health Visitor.

We will always consult with the parents and children to discuss what the appropriate next steps will be.

Meals, snacks and Healthy eating!

As part of our service, we offer a range of cereals or toast for breakfast each morning, we also offer a range of different savoury or fruit options for snacks throughout the day.

Water/ milk is available throughout the day.

We also offer a cooked evening meal; we follow a monthly menu which is posted on our Facebook page and on the window display at the front of the setting. Should you have any concerns regarding our menu please do not hesitate to contact one of our friendly staff members who will be happy to help.

Working In Partnership with Parents

We can best meet the needs of individual children by working closely with parents and carers. As your child's first carer and educator, you know your child best.

We aim to develop partnerships between parents and carers which are based on mutual trust and respect, and which promote the sharing of information and knowledge for the benefit of the children in my care.

It is extremely important that we communicate effectively. we will keep you informed of daily events and activities, through your child's online daily diary, it will contain information like, what your child has had to eat and drink, nappy changes, sleeps and how they have been in general each day.

We also have a parent Facebook profile which we will use to upload photos of activities all our children have been doing throughout the day.

We will also let you know about any other important information regarding our childcare service, such as charity days, world book day etc.

Key Stages of Development

As your child grows and develops, issues will crop up that are very important for us to discuss in order that we can work together, and your wishes be incorporated into our care routine for your child. These could include weaning, pottling training, managing behaviour, or starting (pre-) school. As these issues arise, we will arrange a suitable time to discuss with you in detail how you would like us to take forward this part of your child's care.

For further details about working in partnership, please refer to our Working in Partnership with Parents Policy.



Terms and Conditions

Absences and Holidays - You will not be charged for the first two weeks of Holiday used; this is subject to four weeks' notice before a holiday. If a child is absent due to illness or injury, you will still be charged for the session and unfortunately missed sessions cannot be swapped.

Closures and Opening Times - Teddy Bears Childcare will be closed on all Bank Holidays and for approximately 2 weeks over the Christmas period, this will include Christmas Eve. The setting has the right to add extra closures and to amend opening times, but adequate notice will always be given wherever possible.

The Nursery opens at 8am and closes at 5:30pm, we kindly ask that you do not bring your child until their session time starts, and to ensure that they are collected by 5:30pm.

Personal Property and belongings - We cannot be held responsible for any loss or damage to children's property. But we will ensure we make every reasonable effort to stop children's belongings from being lost or damaged. It is the responsibility of the parents/carers to name and label all personal items.

Extra Sessions - If parents/ carers require their child to attend the setting for several extra sessions, the nursery will attempt to meet their needs, this is dependent on ratios and staffing. These sessions will be charged at the normal rate. The nursery may not be able to accept session swaps without 4 weeks' notice and this may only be granted, where possible, dependent on ratios and staffing.

Late Collection - If children are collected later than the end of their session, a £5 late collection charge will be incurred for every 5 minutes period of lateness. We ask that you please phone the setting as soon as possible to inform us of any anticipated lateness.

Ongoing lateness may be charged at a higher rate.

Termination of placement - Teddy Bears Childcare requires one months' notice if you wish to decrease your child sessions or no longer require your child's place.

Minimum Booking - Our minimum booking is for at least two full days per week, this is to ensure we can become part of a regular routine for children, and we find the more children attend, the better they tend to settle.

Invoicing - Invoices are produced each month based on the days and hours you need for the following month; all invoices are emailed out to parents/carers it is your responsibility to inform us if an invoice has not been received. Late payment charges will still be applied if payment is not on time, irrespective whether you have received an invoice or not. Fees are required to be paid by the last day of the month. Invoices will be issues on or around the 20th of each month.

Any additional payments and extra session charges will be added onto the next invoice.

For late payment of fees, there will be a £20 late payment charge.

What Comes Next?

Reserving Your Child's space : Contact us directly via the email below, confirming required days and sessions, child's details etc

TeddyBearsChildcare@outlook.com
or Admin@teddybearschildcare.co.uk

Applying for government funding if required at below link
www.gov.uk/free-childcare-if-working/apply-for-free-childcare-if-youre-working

Tax free Account: Teddy Bears Nursery DN171DD 2886064

Filling in "All about me form" and returning it to us

Arranging Settling in sessions with us

Reading through and signing our contract

Your Child is ready for their first day,
below is a list of items to send with your child on a daily basis

What to bring to Nursery

Water Bottle/ Any bottles and Formula they may need.

Nappies, Wet wipes and Nappy Cream

Small comforter and Dummy (If they have one)

Spare clothing Just in case of messy/wet play or accidents.

Teething Gel
Medications - if prescribed
Packed lunch if not having our food.

Weather appropriate clothing