



## Opening Times

The crèches are open throughout the year for anyone that uses any of the One Leisure sites.

### ST IVES

Monday to Friday 9.30am to 1.30pm

### HUNTINGDON

Monday and Tuesday 9.30am to 2.00pm  
Wednesday 9.30am to 1.00pm  
Thursday and Friday 9.30am to 2.00pm

### ST NEOTS

Monday to Wednesday 9.15am to 2.45pm  
Thursday 8.45am to 2.45pm  
Friday 9.15am to 2.45pm  
Saturday 8.45am to 1.15pm

### RAMSEY

Monday to Friday 9.15am to 12.15pm

### SAWTRY

Monday to Friday 9.00am to 12.00pm



## Crèche Cost

The crèche is **FREE** at all of the One Leisure sites for Advantage members.

Casual users can book their child into the crèche at the following rate:

	ONE CARD PRICE
Crèche (per 30 minutes)	£2.50

- If you do not have a One Card, simply complete an application form available from reception or complete the online application form on our website.
- The One Card is FREE and there is no joining fee or annual charge.
- Parents must complete a separate form for each child.
- Terms and conditions apply.

“We aim to provide a progressive, quality and value for money service encouraging continued and frequent use by the community.”

### One Leisure St Ives

Westwood Road, St Ives PE27 6WU

Tel: 01480 388500

### One Leisure Huntingdon

St Peter's Road, Huntingdon PE29 7DA

Tel: 01480 388600

### One Leisure St Neots

Barford Road, Eynesbury, St Neots PE19 2SA

Tel: 01480 388700

### One Leisure Ramsey

Abbey Road, Ramsey PE26 1DP

Tel: 01487 710275

### One Leisure Sawtry

Green End Road, Sawtry PE28 5UY

Tel: 01487 832161

[www.oneleisure.net](http://www.oneleisure.net)



[facebook.com/oneleisureuk](https://facebook.com/oneleisureuk)



[twitter.com/oneleisureuk](https://twitter.com/oneleisureuk)



# Crèche Facilities

USEFUL INFORMATION FOR PARENTS/GUARDIANS



One Leisure is managed by Huntingdonshire District Council.

**If you would like a translation of this publication, a large text version or an audio version, please contact us and we will try to accommodate your needs.**

All information is correct at the time of printing (12/10). We reserve the right to amend the prices and services as described within this publication. One Leisure regulations apply.

This publication is produced by the One Leisure Marketing Department.

[www.oneleisure.net](http://www.oneleisure.net)

# Welcome

This leaflet should provide all the information you need about the crèche but if you require further advice or information, please contact reception and speak to a member of staff who will be pleased to help.



## About the Crèche

The crèches at One Leisure provide an environment that promotes active learning. Supervised by caring, fun and friendly adults, the crèche aims to create a fun, safe and secure environment where children can socialise with others.

- The setting is arranged into different areas with resources stored at children's level so they can play as independently as they can.
- Activity areas encourage interaction with others, this allows the child to discover relations through direct experience.
- The emphasis is on child-initiated play, with the adults guiding the child through play experiences that they have chosen.
- Learning areas help children to build on existing skills and acquire new skills.
- The setting is organised to support exploration using all the senses, discovery and choice.
- The daily routine is consistent and comfortable.



## Booking Information

Booking in advance is highly recommended to guarantee a place. You can book up to 7 days in advance.

Parents must not leave the premises when using the crèche and members are only allowed to book a maximum of two hours.

Parents and guardians are required to complete a One Card Application Form, Admissions Form, Medical Form and Intimate Care Form on behalf of your child, prior to attendance. There is no charge to complete these forms.



## Cancellations

If you need to cancel a crèche booking please ensure you contact reception to avoid cancellation charges. If you do not call you will be charged the full amount (this includes Advantage members).



## Dropping Off

Parents and guardians are required to accompany each child to the crèche. The crèche staff then sign the child in as they take responsibility of the child.



## Picking Up

The parent or guardian nominated at the time of arrival is required to collect the child at the appropriate time.

The parent or guardian is required to sign the register upon collection of the children.

Under exceptional circumstances only, will One Leisure allow children to be collected by a party other than that nominated at the time of arrival. Should this situation arise, parents are required to inform the crèche in advance of the child being collected, who the collecting party will be.

If you are late collecting your child you will be charged £5.00 per 15 minutes.



## Lunch & Snacks

Children may bring a packed lunch or healthy snack if required but all food must be clearly labelled with the child's name (no sweets or nuts allowed).



## Your Child's Welfare

One Leisure makes every effort to ensure the health, safety and well-being of every child at the crèche and each child's needs will always take priority.

Each child will be treated as an individual regardless of race or gender and we appreciate that each child has their own level of achievement and praise will be given accordingly.



## Behaviour & Discipline

Our aim is that the children learn to respect themselves, other children, adults and their surroundings and praise will be given at every opportunity.

Care is taken to promote good behaviour as well as to challenge misbehaviour. In any case of misbehaviour, it will be made clear to the child concerned that it is the behaviour, and not the child, that is unwelcome.

Staff will explain why the behaviour is unacceptable and encourage the child concerned to say sorry.

A copy of our behaviour management procedure can be obtained from crèche staff.



## Child Protection

Huntingdonshire District Council recognises its responsibility to protect every person from abuse.

One Leisure acknowledges itself as an important link in identifying cases where an individual needs protection. Furthermore, procedures are in place to ensure all members of staff are aware of their professional, moral and possible legal obligation to respond appropriately.

All concerns for the welfare of an individual or allegations of abuse will be reported to the relevant agency.



## First Aid & Medical Attention

If your child requires urgent medical attention we will ask the parent or carer to leave the activity they are taking part in and return to the crèche. If for any reason we cannot make contact and it is in the child's best interest, the child may be removed from the Centre to the local hospital for better supervision and treatment.

Please ensure that any medication your child requires is brought to the crèche. All medications must be clearly labelled and you must sign a medical consent form.