59. Nursery Operational Plan

At **Little Plums Day Nursery** we provide quality affordable childcare for the local community. Quality childcare brings benefits for the whole community, enabling parents to return to work and combine employment with family life and enabling employers to retain and recruit employees from the local community.

We want parents to feel confident about the quality of care that is provided for their child in order for them to have no concerns for their child’s health, welfare and early learning. To continuously develop our practice, we regularly complete a self-evaluation cycle where we publish our opinions about the quality of our childcare and an action plan to implement emerging good practice from the sector. We welcome parent’s opinions and contributions to the self evaluation process and actively seek feedback through questionnaires, parents’ evenings and informal discussion which is recorded.

In order for **Little Plums Day Nursery** to run effectively and efficiently serve local community needs, it is important that we have an operational plan that is implemented, reviewed and revised on a regular basis. This plan is a blueprint for managing the nursery. It describes how the nursery is run and what type of service is provided. It describes the nursery service, the structure of the nursery, who is responsible and guidance on practices and procedures.

The plan is used by the nursery manager, staff, parents and outside agencies as a reference tool for general day-to-day practice and a tool against which to assess the quality of the service provided. We will review this policy on a 6monthly using reflective practice, and make and implement any necessary changes following a review.

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| **This policy was adopted on** | **Signed on behalf of the nursery** | **Date for review** |
| *01/01/2020* | *Mrs S Bath (Director)* | *31/12/2021* |