



Edinburgh's  
**TELFORD**  
College

## **STUDENT FUNDED PLACES AT WATERFRONT NURSERIES**

*At the forefront of childcare*



## **STUDENT SERVICES**



**2008-2009**

## **Make it in the modern world.**

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

☎ 0131 559 4000

📠 0131 559 4111

🌐 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)





## **STUDENT FUNDED PLACES AT WATERFRONT NURSERIES**

Waterfront Nurseries provides 45 full-time equivalent student places in a purpose-built Nursery at Edinburgh's Telford College. As a 'Partner Provider' the Nursery works with the City of Edinburgh Council's Children and Families Department, ensuring that good quality pre-school education is delivered. The Nursery works to promote positive behaviour in a caring and friendly atmosphere.

### **How to apply for a student place at the Nursery**

To apply for a student place at the Nursery, you need to:

- Contact Student Services which is located on the ground floor, just off The Hub.
- Complete a Childcare Application Form
- Provide a copy of your timetable.
- Complete an Application for Assistance with Registered Childcare Costs form.

When you make contact with Student Services you will also be provided with a copy of the Essential Information. This outlines the main information you will need to know regarding your Nursery place.

### **How to apply for funding at the Nursery**

In order to apply for funding you will need to:

- Complete a funding application form
- Provide relevant documentation  
(as detailed on the application form for funding).

**Completing this funding form will determine how much funding you are eligible for.**

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

☎ 0131 559 4000

☎ 0131 559 4111

💻 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)



## STUDENT FUNDED PLACES AT WATERFRONT NURSERIES

Eligibility for funding is dependent on:

- Household Income
- Home fees status

You will be sent an application for funding when you are offered a place at the Nursery. The application form provides further detail on eligibility criteria.

Please contact Student Services to obtain an application for assistance with registered childcare costs.

### FREQUENTLY ASKED QUESTIONS

#### What are the Nursery's opening hours?

Monday to Friday, 8am to 6pm.

However, your child will only be funded (if you are eligible) to attend sessions during the times when you are timetabled to be at College. You may only drop your child off a few minutes before your timetabled class is due to start.

#### Morning Session

8am to 1pm, including snack and lunch\*

#### Afternoon Session

1pm to 6pm, including snack

\*Hot lunches can be provided at a cost of £1.35 a day, or alternatively you may provide a cold packed lunch.

Special arrangements will be made for babies. Please note that the cost of lunches is not covered by the Childcare Fund.

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

☎ 0131 559 4000

☎ 0131 559 4111

💻 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)



## **STUDENT FUNDED PLACES AT WATERFRONT NURSERIES**

### **What age range does the Nursery cater for?**

The Nursery offers flexible, high quality childcare for children aged three months - five years. There are four separate areas for children:

- Babies (approx 3 months - 18 months)
- Toddlers (approx 18 months - 2 years 4 months),
- Ante pre-school  
(approx 2 years 4 months - 3 years 6 months),
- Pre-school (approx 3 years 6 months – 5 years).

### **Who will care for my child?**

Each child is allocated their own key worker while they are settling in. The Nursery also employs a qualified full-time pre-school teacher who offers support and guidance to staff in the delivery of the curriculum framework.

We ask that all staff participate in training throughout the year as we believe this is essential to maintaining the high quality of service we provide. The Nursery complies with Edinburgh's Telford College's Recruitment and Selection process and all staff are vetted through Disclosure Scotland.

### **Does the Nursery meet health and safety requirements?**

The Nursery is registered and inspected by the Scottish Commission for the Regulation of Care and adheres to current legislative requirements and standards, such as adult/child ratios. Current Inspection Reports are available to view in the Nursery.

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

☎ 0131 559 4000

☎ 0131 559 4111

💻 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)



## **STUDENT FUNDED PLACES AT WATERFRONT NURSERIES**

### **Can I bring my child to the Nursery for a trial visit?**

All parents and children are required to visit the Nursery prior to their start date. A minimum of 2 settle-in sessions must be arranged prior to your child starting the Nursery.

### **Will I be able to speak to somebody about my child's progress?**

The Nursery aims to work in partnership with parents and is always happy to discuss children's progress and talk over any concerns parents may have. Your child's key worker will also arrange a minimum of 2 meetings with you throughout the year to discuss your child's development.

### **If you require any further information please use the following contacts:**

All student funded nursery  
application enquiries

**Omara Naseem**  
**0131 559 4867**  
[omara.naseem@ed-coll.ac.uk](mailto:omara.naseem@ed-coll.ac.uk)

All childcare funding  
enquiries

**Holly Curless**  
**0131 559 4160**  
[holly.curless@ed-coll.ac.uk](mailto:holly.curless@ed-coll.ac.uk)

All general nursery enquiries

**Julie Pettit**  
**0131 559 4080**  
[julie.pettit@ed-coll.ac.uk](mailto:julie.pettit@ed-coll.ac.uk)

**Please let the College know if you require this information  
in an alternative format.**

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

☎ 0131 559 4000

📠 0131 559 4111

🌐 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)

# NOTES



Edinburgh's Telford College strives to be an inclusive College that welcomes and supports learners from all age and ethnic groups, genders, abilities, sexual orientations, cultural and religious backgrounds.

The College has developed policies to ensure that unfair discrimination does not occur and is ethically and legally committed to equal opportunity in all institutional areas of activity. Appropriate remedial and, if necessary, disciplinary action will be taken in order to eliminate discrimination wherever it occurs. Telford is founded on the principles of creating an inclusive College, one College for all.



**Course Hotline:**

**0131 559 4000**  
**[www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)**

**Make it in the modern world.**

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE  
☎ 0131 559 4000    📠 0131 559 4111    💻 [www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)