

Welcome to Butterflies 1



About the room

Butterflies 1 is the base room for up to 15 Children aged between 22-30 months, with a ratio of 1:3 for children under 24 months and 1:5 for the over 2's (for the majority of our time Butterflies 1 uses a 1:4 ratio for the 2 year olds).

The room forms an L shape and has a lovely wooden conservatory area which is also used as a play space, the children have the opportunity to free flow outside for large parts of the day and our free flow space opens out directly into the larger nursery garden. Across Butterflies 1, there are a large variety of play and learning opportunities and the room is set up to encourage independence, social skills, and the use of language.

Across the room the team carefully considers each area to support children's learning and development. There is a home corner which offers the children many role play opportunities, a large loose parts and construction area to enable children to be creative in their construction play and a maths area to inspire counting, sorting and to spark interest in shape, number, pattern, and measure. The room also offers a range of different painting, messy and creative opportunities with child level sinks nearby for the children to access. This is particularly important at this age and although aprons are provided and encouraged children's exploration and learning is not stopped if they refuse. And lastly, we have a cosy book area which is used for storytelling, puppet play and all book related fun!

The room's bathroom is shared with Butterflies 2; this space is fully equipped to care for children in nappies and for those who begin their toilet training journey. Our team are able to fully support and encourage those children who are ready to toilet train. When you feel that your child is ready, please speak to a team member or your child's key worker, we have lots of ways to encourage and support children in this area.

Ovivo continues to be utilised in the room, to record weekly observations and daily diaries. The information on the diaries is however reduced, covering only main meals and daily activities. Information regarding other areas such as sleep will be fed back verbally upon request.

(Butterflies 1 and Butterflies 2 have previously been a combined room known as Butterflies, with children freely moving between both sides of the space and staff working as one team. However, as of November 2025, Butterflies is currently divided, as it historically was, into two rooms to fully meet the needs of our current child cohort)

Staff

Polina Roads – Full Time Senior Nursery Nurse- Level 3

Polina originally joined Babraham Nursery in 2019 gaining experience across nursery. Initially, Polina worked in the under 2 rooms, both Ducklings and Caterpillars and then became member of staff within the combined room of Butterflies, until she left in 2023. During this time, Polina pursued a nannying role, and returned to Nursery as a Senior Practitioner in 2026.

Caitlin Seaward – Full Time Nursery Nurse – Level 3



Caitlin joined us in January 2024 having had previous early years experience in another local setting. Initially, Caitlin spent some time roving, providing cover in all base rooms at nursery. Over time, Caitlin has gained the most experience in Ducklings, as well as having spent time in Caterpillars and Butterflies (combined room). Since November 2025, Caitlin has been based in Butterflies 1.

Chloe Negus – Full Time Nursery Nurse – Level 2



Chloe started her Level 2 Childcare apprenticeship at Babraham Nursery in January 2024, working within the Butterflies combined room. During and since completing her apprenticeship Chloe gained experience across all the nursery base rooms, returning to combined Butterflies in September 2025 and then working in Butterflies 1 from November 2025. Chloe has previously worked within a care home, looking after the elderly.

Emily Howard- – Part Time Nursery Assistant (Afternoons)



Emily started her Babraham Nursery Journey working as a casual playworker for the Funpack holiday club provision held on the Babraham School site. Emily picked up casual hours at Nursery alongside this until July 2025 when she took on permanent afternoon hours within the Butterflies team. Emily has gained experience with a range of ages through her casual role but has enjoyed predominantly working within Butterflies. Emily transitioned to Butterflies 1 in November 2025.

Gemma Molloy- Part Time Nursery Assistant



Gemma joined us in 2025 having previously worked as a Teaching Assistant, particularly supporting children with SEND and having worked in another nursery as a Nursery Assistant. Gemma has completed modules of a BA Hons Early Years degree but plans on completing her Level 3 with us at Babraham.

As with all rooms across nursery, Butterflies 1 are supported by the nursery roving team to cover base room staff leave. The roving team consist of staff fully employed by nursery, several of whom are qualified and have been with Babraham for many years. Our roving team ensures that base rooms have sufficient coverage but also provide a familiar face to children when a regular staff member is away from nursery.

All members of staff are involved in the care and development of your child/children, but our use of the 'key person system' means that one base room staff member is always given personal responsibility for the learning and development record of each child. The key person's role is to get to know your child when they first join us or move into each room, to take note of their individual needs and communicate these to other staff members, and to support them throughout their time at the Nursery. The key person will also work closely with you to ensure that your child/children – and you – get the best out of the time at nursery.

In addition to our yearly parent consultations, you can discuss your child/children's development with staff members at any time (for example, at drop off or pick-up times). As you are your child/children's first and lifelong educator it is important to us that we develop a working partnership with you as well as a close bond with your child/children. That partnership will start from your first visit to the Nursery and will be strengthened as your child/children progress.

We actively encourage parents to join in with their child's/children learning and development in as many ways as we can. Often parents will join us in celebrating special occasions such as Chinese New Year, Mother's and Father's days, Christmas, Diwali and many more occasions special to the individual families within the room. Beyond this, our Ovio system for learning and development provides parents with the opportunity to share an array of home experiences with the nursery, from which we can provide activities to further their learning at nursery.

Butterflies 1 Routine

A rough guide to the Butterflies 1 routine is as follows:

- 8.45 a.m. Children arrive at nursery, children can select resources of their choice freely across the sides of the room
- 9.15 a.m. Rolling snack begins and free flow access to the courtyard is opened, weather permitting
- 10:00 a.m. Children's nappies changed
- 10.30 a.m. Free flow play to the garden is opened
- 11.20 a.m. Free flow to garden closed and Tidy up room
- 11:30 a.m. Large group time
- 11:40 a.m. Toilet time and wash hands
- 11:45 a.m. Lunchtime
- 12.15 p.m. Sleep/rest time
- 2:00 p.m. Rolling afternoon snack and nappy changes begins
- 2.30 p.m. Last few children wake up from sleep
- 2.35 p.m. Free flow play session begins, including free flow to garden
- 3.45 p.m. Free flow to garden closed, Group time
- 3.55 p.m. Toilet time, wash hands
- 4.00 p.m. Teatime
- 4.45 p.m. Free play and nappies changed
- 5.45 p.m. Nursery closes
- (5.15p.m. Fridays)

Access to drinking water



We have been assessing different ways in which we can encourage children to drink water throughout the day at nursery, having previously used jugs and open cups as a water station. However, after a lot of consideration we decided to ask parents to provide a bottle or a closed cup (which ever the children prefer to use). We ask that this is dishwasher safe, as it will remain at nursery, and be cleaned in our dishwasher daily.

We do ask the bottle, or cup to be clearly named using a sharpie or dishwasher safe stickers. The rooms following the Butterfly 1 room also use water bottles in their day-to-day at nursery and so these bottles can continue to be used for the remainder of their nursery journey.

Sleeping



Each child sleeps on their own named sleep mat with a sheet and blanket provided by the Nursery. The bedding is laundered on a weekly basis.

The children sleep between 12:45pm – 2.30 p.m. The Butterflies staff encourage the children to sleep whilst listening to soothing music. The children are checked at 10-minute intervals. We recognise that as your child grows and develops, they may need less or no sleep, however, please be aware that due to sleep guidance and healthy sleep cycles any sleep limits will be no less than 45 minutes. Please feel free to discuss with the team, any sleep requirements your child may have.

If your child has a comfort i.e. cuddly toy, blanket, dummy then please bring them into Nursery in case your child requires it at some point during the day, such as for sleep times. These items will be kept in a safe place. We would be grateful if the items brought in were small enough to fit into a basket, clearly named and not toys which can easily up with our Nursery toys such as toy cars and trains.

Eating



Nursery provide all meals; snack am & pm, lunch and a light tea, with all our food being prepared and cooked on the premises by our nursery chefs. All menus are planned using the DfE, Early Years Foundation Stage Nutrition Guidance.

During morning and afternoon snack, Butterflies 1 operate a system called 'rolling snack'. The children are free to come and have a cup of milk or water, (as per their own choice or dietary requirement) and a varied, healthy snack when they feel they are ready.

At mealtimes, all the children eat together in small groups around the tables in the room. Staff and children work together to serve up the meals; the children are encouraged to self-serve and are encouraged to try a small portion of the meal. The children drink from their own bottles/ closed cups and are encouraged to use a knife and fork. At the end of the meal the children are encouraged to scrape their plates in the food waste buckets and clean their hands and faces, with encouragement and support from an adult using a reusable flannel.

If your child/children has any special dietary needs due to medical, cultural, or religious reasons then please inform the Nursery in writing (with a doctor's note for medical reasons) and our cook will be pleased to prepare a suitable alternative meal.

During snack and mealtimes, the children's manners are encouraged by reminding them to say 'please' & 'thank you'.

Nappies



If your child is currently in nappies, you will need to bring a supply of nappies and the nappy cream you use. For children in disposable nappies, we recommend bringing a large pack to leave at Nursery and the team will let you know when they are running low, verbally or via the Bossom parent app. If your child/children is in terry towelling or cotton nappies you will need to bring in a daily supply, alongside a sealable soiled bag. The team will return them to you in the sealed bag at the end of each day to wash at home.

Staff wear gloves when changing nappies and use sensitive baby wipes (provided by nursery) to clean children's bottoms unless requested otherwise by yourselves and provided by yourselves. Cream will only be applied if you so wish, if so, you will need to provide a clearly named pot or tube to stay at nursery. Special nappy bins are provided for the disposal of nappies.

We ask that parents provide nappies rather than pull ups for the staff. This supports the staff in the nappy changing routines. We suggest that pull ups can be confusing to children when potty training, and unless you feel completely necessary would advise against them during this time.

Potty Training



Your child will possibly start their potty-training journey whilst in Butterflies 1. Children will clearly indicate their readiness for this and will often begin showing an interest in the potty or toilet. It is always best to begin potty training during this key window to best support the child (often referred to as the 'window of opportunity').

This is when we need lots of spare knickers/pants, trousers/skirts, socks, and shoes for those inevitable accidents (weather dependent, crocs are recommended at this time too). It is also best to ensure that your child is wearing easily removable bottoms, i.e. jogging bottoms and leggings rather than jeans or dungarees.

We would emphasise that toilet training should be allowed to happen naturally and no pressure is put on a child to progress any faster than their own pace. In collaboration with yourselves we will work to support your child in a range of ways to encourage this new skill. The teams are very experienced in supporting this and can offer you lots of advice and support throughout. We also make sure there is lots of communication on how your child has got on during the day, ensuring an open communication between home and nursery during this time. Please feel free to ask us for advice at any time.



Clothing

Please dress your child/children in labelled, comfortable, easily removable, and washable clothing. Dungarees are complicated for children to fasten and are best avoided, especially when potty training. Please **DO NOT** dress your child in special or 'best' clothes as these may be spoiled by paint or glue, even though the children are encouraged to wear aprons when partaking in messy play or art & craft activities, children will not be stopped from their learning and engagement if they are not willing to wear an apron as this can spoil potential learning.

You will need to provide at least three complete changes of clothes. Please make sure they are suitable for the time of year and check the sizing from time to time.

All clothing needs to be CLEARLY NAMED. The best ways to do this is either with embroidered nametapes, wash proof stickers or with a permanent marker.

The children also go outside to play every day and will experience all the joys of different weather, providing lots of fun learning opportunities that can be a little wet and messy! Therefore, your child/children will need a coat, waterproof splash suit, hat, gloves, and wellington boots. In the summer months your child will need light cotton clothing, a sun hat, and a named bottle/tube of sun block. These items of clothing are particularly important as without them your child may miss fantastic learning opportunities in the outdoor environment.

Weekly Activities

The Butterflies 1 staff plan a range of suitable activities based around the children's interests, festivals from different cultures and next steps to enable us to cover all of the DfE Early Years Foundation Stage, seven areas of learning on a daily basis. Our planning is very individual to each child and helps to support and encourage the next steps set in their learning either through planned resources, activities or interactions. It also encourages interest in a range of experiences.

Butterflies 1 offer a wide range of messy and creative activities daily, often including sand and water play, painting activities, and playdough. (Please remember sufficient changes of clothes for this reason)

Please tell us the festivals you celebrate so that we can share them amongst the group and plan activities to celebrate in this with you. This is also a great opportunity for you to come in and share in these festivals with your child and the other children.

The Early Years Foundation Stage

The Early Years Foundation stage is a government framework for children aged between 0-5; therefore, the whole nursery follows this framework. The Early Years Foundation stage provides a holistic and individualised framework of learning for the children in our setting. There are 7 areas in of learning in the Early Years Foundation stage, these are:

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Each child in Butterflies 1 is allocated a key person and a list of the key persons, and their children is displayed in the room. A key person provides a friendly face at Nursery for the children so they can feel happy and secure and is the first point of contact for you when discussing your child. They are also responsible for keeping their key children's observations up to date and monitoring, supporting, and encouraging their learning and development.

Your child's learning journey is recorded on our Ovivio system. Each child receives at least one observation a week, tracking the development of skills and planning to develop new ones. When your child starts nursery, they will have their own Ovivio profile set up and an email sent out to yourselves to set up an account in order to access their learning journey. Here you can also add home observations to share with the nurse. By sharing home experiences, the Butterflies 1 team can plan to continue these experiences at nursery or plan to engage children through current home interests.

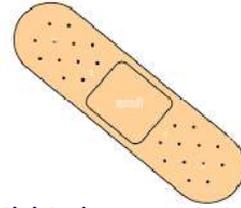
If you would like to find out more information about the Early Years Foundation Stage, then please ask a member of staff and we will be happy to answer any questions for you. Alternatively, the framework is readily available online.

2-year checks

Between the ages of 24 – 36 months your child's key person form a written summary of how your child is progressing in the 3 prime areas of learning within the EYFS. These are Personal, Social and Emotional Development, Physical Development and Communication and Language. This check will highlight where your child is progressing well and where they may need some extra help or support.

At Babraham Nursery, we invite the parents of each child to have a meeting with their key person to discuss this. A meeting is mutually arranged between parents and the key person to discuss each child's learning and development and to formulate their two-year check progress report. The two-year check may be offered in Butterflies 1 or 2.

Accidents

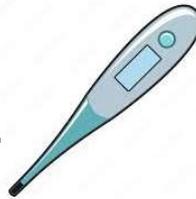


Nursery records every accident on an accident form. If your child is hurt or injured in any way during the day, a form will be completed. As a parent/carer you will be asked to sign the form acknowledging that you have been informed about the accident.

According to the severity of the accident, you may be contacted at work/home.

If your child has an accident at home, we ask that you let the Nursery know so that you can complete an existing injury form.

Illness



If your child/children is not well enough to be able to cope with the normal nursery day, then please keep them at home and telephone or email the Nursery to inform us of their absence.

If a child becomes unwell during the day, or is not coping, one of the parent/carers will be contacted to arrange collection of the child/children as soon as possible. Children are able to return to nursery when they are well within themselves and depending on government guidelines for infectious diseases. Children's temperatures must be regulated without the aid of medicine.

If your child/children has an infectious disease, then it is vital that you inform the Nursery immediately and that the child is excluded according to Nursery policy.

Children will only be re-admitted to Nursery at the discretion of the Head of Nursery.

Medication

The Nursery is willing to administer prescribed and non-prescription medicine when necessary and with prior consent. We follow the government guidelines on medicines which are suitable for children under 5 years old and will only administer medicines which are included in those guidelines.

Over the counter medication must include the instructions for administration, be age appropriate and where there is a need. Prescribed medication must be in the original packaging and clearly display your child's name, the required dosage, and full

instructions for administration. If a prescribed medicine does not have this it cannot be administered by nursery staff. You will also be required to fill in a medicine authorisation form, for each day your baby needs to be given medicine. These are available from the Butterflies 1 Room.

Parents/carers must hand the medicine directly to a staff member so that they can store it safely & securely either in the medicine cabinet or the fridge.

Nursery Calpol is provided in the event of an emergency. If your child responds better to Ibuprofen, please provide a named alternative.

Children cannot be accepted into nursery if Calpol or Ibuprofen have been administered and the child is still within their effective period.

In cases of particularly elevated temperatures, we will first seek to obtain email permission from yourselves in order to administer medication. If we cannot contact you and written permission cannot be obtained, we will alternatively refer to the permission given when registering your child. Please note your child must have been at nursery for longer than 4 hours and this would be classed as an emergency dose. Children's own Ibuprofen will only be administered with written permission due to the dosage guidelines.



Lending Library



In Butterflies 1 we have a lending Library. Your child will be given a named plastic wallet in which they will select a book to take home to read with you. Children can refresh their book in the room as regularly as you wish; each time you return a book a new one will be chosen and brought home again soon after. We ask that books are returned and refreshed regularly to ensure all children get the opportunity to access a range of stories. We ask that no one book is kept longer than two weeks.

Home Lending Bags

Butterflies 1 also have a 'Home Lending Bags' borrowing system, which you can access. The Butterflies Team have worked hard to develop a wide range of available resources for the Butterflies to take home and explore with you. Each bag will contain resources for a particular book, topic, or activity/interest that you can access and enjoy within the home. Please ensure that any bags borrowed are supervised at all times. We also ask that bags are kept for up to one week and then returned to ensure another child gets the opportunity to enjoy it.

Bags available are as follows:

Books:

- The Tiger Who Came to Tea
- The Very Hungry Caterpillar
- Goldilocks and the Three Bears
- We're Going on a Bear Hunt
- Three Little Pigs
- The Gingerbread Man
- Dear Zoo
- Holidays
- Moving House

Activities/Interests:

Topics:

- Musical Instruments
- Playdough
- Growing
- Cooking/Baking
- Number Songs and Rhymes
- Bug Hunting
- Under the Sea
- Colours
- On the Farm
- Oral Health
- New Baby
- Toilet Training
- Biting is for Food
- Feelings

Key points to note

- Changes on Ovivio – Although Ovivio continues to be used across nursery, the information included in the daily diaries does reduce. In the Butterflies 1 room only mealtimes (excl. snack) and activities will be recorded, with information regarding other areas, such as sleep, being fed back verbally upon request.
- Storage of bags – In the Butterflies 1 room the children’s pegs are located within the room and are accessible to the children throughout the day. Please ensure no sharp objects, medications or food items are stored here for health and safety reasons.
- Potty Training - During this time look out for your child’s ‘window of opportunity’ indicating their readiness for potty training.
- Drop off and Collection – The Butterflies 1 room uses the front door to the left of nursery for drop off and collection.
- We recognise that as your child grows and develops, they may need less or no sleep, however please be aware that due to sleep guidance and healthy sleep cycles any sleep limits will be no less than 45 minutes. If you child requires a sleep limit, please speak to the Butterflies 1 team.

New things I will learn

In the Butterflies 1 room your child will flourish in their independence, gaining a range of new skills throughout their nursery day/ during their time in the room. The staff team will support each child to develop these skills over time until they can complete them independently.

Some of the new skills the children will learn are:

- How to pour their own water from a jug at snack times
 - Drinking from an open cup
- Learn/begin to learn how to use a knife and fork effectively
- Sitting on a children’s chair without sides or restraints at mealtimes
 - Self-dressing skills including shoes
 - Potty training (when I am ready)
- Sitting with a focused activity for a short period
 - Turn taking
- Expressing when they do not like what a peer is doing by clearly saying “stop”

Check list of items

- A water bottle (or cup – with a lid)
- (Suitable for pegs)
- Change of clothes (At least 3 changes of clothes)
- Extra spare clothing (if potty training), such as underwear (knickers or pants), trousers, leggings, socks, shoes etc.
- Shoes
- Coat
- Hat and Gloves
- Wellington boots (Nursery pair for all year round)
- Splashsuit (all year round)
- Sun hat
- Sun cream (or Nursery provide sun cream for a small cost)
- Nappies – (if required)
- Nappy Cream – (if required)
- Comforter (if needed)
- Family photograph

All items of clothing including shoes should be clearly named

