



Little Bugs Nursery



Abercorn
Parent Pack

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Introduction

Who we are...

Little Bugs Nursery at Abercorn is registered with the Care Inspectorate to provide Day Care to children aged between 2 to 8 years old.

Set within the Hopetoun Estate, South Queensferry, Little Bugs Nursery is a fully outdoor early years setting providing care Monday to Friday, 50 weeks of the year.



We offer adventure within a nurturing environment. Our learning structure is play based as we encourage children to take the lead when exploring, allowing them to let their imagination run wild. As experienced early years practitioners we scaffold children's learning experiences and encourage curiosity and a thirst for learning.

Why an outdoor nursery?

The concept of outdoor learning has been around for some time, however the importance of what it provides for children in terms of health, wellbeing and learning benefits has been diluted with the introduction of modern educational concepts. At Little Bugs we feel the time has come to go back to basics allowing children to reconnect with their natural surroundings.

Meet the Team

Louise – Owner/ Founder



“It is such a privilege to be able to influence and teach young children at a very early point of their lives. I have seen first-hand the benefits of outdoor learning to all children, especially those who need further support as they find their own way to grow and develop as an individual. I am a mother of two young children, and it is plain to see how much they enjoy being outside. My children are bursting with questions and are at their happiest alongside nature. Through teaching experiences, I have gained an insight into the effects of different social factors and the pattern of behaviour that extends from these experiences. This ignites a passion within me about the importance of early years intervention and investing in young children to ensure that they are equipped with the tools to navigate through life, giving them the best start possible. With all these factors in mind, I am so excited to finally have the opportunity to build my dream, an outdoor nursery right in the heart of where I grew up.”

Paul - Owner/ Director

"Becoming a dad of two made me reflect on my childhood and the influence it has had on who I am today. Growing up in Edinburgh, green spaces were limited, but the nearby woods offered a place to explore. We were free to build, play, and learn from our surroundings. Those gang huts and tree swings may be gone, but the social and practical skills, along with a deep appreciation for nature have stayed with me ever since. It has been a genuine pleasure to be part of the Little Bugs journey - from discovering these magical pockets of land to helping create a space where children are free to explore, learn, and be nurtured by an incredible team."



Meet the Team

Becca – Manager



“Hi, my name is Becca.

I have an HNC in Early Education and Childcare and my level 3 in Forest School Leadership training (and I’m Mum to the first official Little Bug). I joined the Little Bugs team when we opened at Fordell Firs in 2021, starting as a Lead Outdoor Practitioner and I am currently working towards my management degree. I love spending time outside and have loved being able to pass that love on to future generations. I can’t wait to welcome you to our Abercorn setting,”

Gwyn – Outdoor Practitioner

Gwyn was born in Wales and moved to Scotland in 2005 to explore what we had to offer! Gwyn is bilingual in Welsh and English and would love to begin teaching the children some Welsh! outside of work Gwyn is a father to two boys, four chickens and a dog! Gwyn's passion is to spend time out adventuring bagging Munro's and hill walking! Gwyn has worked within education since 2017 as a PSA level 2 and through this has gathered fire training, mountain leader, outdoor first aid and emergency medication delivery! Gwyn's favourite thing to do with children is to look at a blank canvas in nature and see where it takes us!



Meet the Team



Kirsty - Outdoor Practitioner

"Hi, my name is Kirsty and I have lived in Scotland for 4 years with my husband. After 13 years of working in indoor nurseries in England, I was so excited to join the Little Bugs team. I have always loved the great outdoors, enjoying hill walking and exploring the Ochils in my free time. I love to camp around Scotland on adventures as well as at music festivals. I am also very passionate about wildlife and love bird watching around the bird feeding station with the children."

Sara – Outdoor Practitioner &
Wild Bugs Teacher

"Hiya, I'm Sara! I'm really happy to be a part of the Little Bugs team. I have A Bachelor's in French Education, and I've taught French and English in schools as well as at a French-focused Summer Camp back in The States, where I'm from. I found outdoor learning to be so beneficial to both learners and facilitators, which led me to an MSc in Outdoor Education in Edinburgh. I'm so happy my path led me to Scotland as I appreciate the friendly people, long summer evenings and wide range of outdoor activities. I am also a certified yoga teacher and enjoy sharing the benefits of mindfulness with both children and adults."



Meet the Team

Catherine - Outdoor Practitioner



'For 3 years I worked as a Pupil Support assistant within fife council.

I worked closely with children with complex additional needs as well as having my own daughter with additional Support needs, I wanted to widen my knowledge, I did this by completing my HNC - Additional support needs.

I am very grateful to be part of the little bugs team, where I will be able to encourage, nurture and support children both neurotypical And neurodivergent with their emotional and cognitive development whilst being lucky to achieve this in our wonderful sustainable environment.

Nicole – Outdoor Practitioner

“ I started my career as a relief member of staff and roughly 7 years later this is still the career for me. I absolutely adore watching the children grow and learn and become more confident in every way. Also, I am a big kid at heart and love being goofy with the children. This is such a rewarding career every day is different and learning new skills is always a bonus. I started with Little Bugs in 2022 and I love being part of a team that is so supportive. Working outdoors, can be challenging at times, but the rewards far outweigh those moments”.



Meet the Team



Kayla - Trainee Outdoor Practitioner

Hi I'm Kayla, I volunteered at a primary school for a year and take pride in looking after my younger family members. I am patient, responsible and have always wanted to work with children. I look forward to supporting the little ones and watching them grow. In my spare time, I enjoy walking my two dogs, Marley and Cooper, which helps me stay active and teaches me responsibility that I bring to my childcare role.

Jenna - Outdoor Practitioner

"My name is Jenna, I am a qualified teacher and have experience in schools across Edinburgh and Fife both as a PSA and a teacher. I have worked at all stages of primary school as well as support for learning posts. My heart lies in early years and the firm belief that children flourish and learn in the most meaningful way outside. I am also a fully qualified forest school leader which enables me to develop my practice alongside our natural surroundings. I love being part of the amazing team at little bugs, supporting, encouraging, nurturing and developing the children in our care."



Meet the Team

Lyndsey – Curriculum & Development Coordinator



“I’ve been working in education for over 20 years as a pupil support assistant, childminder and a practitioner. Having the opportunity to combine my 2 passions, early years education and being outdoors, is something I am so grateful for. Working at Little Bugs as the term-time practitioner also means I get that quality home life balance which is so important. Every day is an adventure at Little Bugs, and I am so pleased I get to help children explore and discover how incredible learning outdoors can be”

Richard – Supply Outdoor Practitioner

“I have been crazy enough to work in childcare, education and youth work for over 20 year securing my EYO qualification and a degree in community education. There is not many jobs I haven’t done in these fields, but each has presented new challenges and adventures and confirmed this as being the career for me. I love being outdoors and have seen the huge differences it can make in a child’s life and development. Big kid at heart so enjoy the adventures and challenges myself and looking forward to sharing in your child’s new adventures at Little bugs. Dad of two beautiful young girls so don’t have much free time but you will find us daily in the garden, wood or outdoor enjoying being active and connecting with nature where we are always learning with the endless creative opportunities out there



Meet the Team



Jess – Supply Outdoor Practitioner

Jess was born in Northern Ireland and grew up trekking in the Mourne Mountains and drinking tea in the rain! One of her best experiences in education was completing the Duke of Edinburgh Award, where she discovered a love for wild places and muddy boots!

Jess is a qualified Primary Teacher and Forest School Practitioner with a background in Psychology from Aberdeen University. She has been working in education for over 10 years and loves supporting children's confidence, curiosity and creativity through outdoor, play-based learning.

Outside of Little Bugs, Jess supports other local teachers in taking their learning outdoors. She's also a mum to two young boys who love puddles as much as she does! Jess believes nature is one of the best teachers out there – for building resilience, boosting wellbeing, and sparking joy.



Lynne - Admin
Mon - Thurs



Lou - Admin
Mon, Wed, Fri



Food at Little Bugs

Wee Foragers

Feeding our children from Scotland's larder Wee Foragers was created by Paul and Louise Licznarski, founders of Little Bugs Outdoor Nursery, who believe children deserve real, nourishing food. Concerned by the amount of ultra-processed food in early years settings, they introduced meals made from scratch using seasonal Scottish produce.

All food is fresh, unprocessed, and locally sourced – from vegetables grown nearby to dairy from small producers and sustainably sourced game meats. Wee Foragers helps children eat well, learn where food comes from, and connect with Scotland's natural larder.



We are a **NUT FREE** setting . We provide snacks to all children within Little Bugs, however on occasion you may want to provide additional options for your child. Please be aware that we have severe nut allergies within the setting and ask that nothing you provide contains any type of nuts.

Our Wee Forager meals are included in the price for our full day children, early finish and term time children. However, some parents have asked to purchase these if their child attends a half day. If you wish to do this the additional cost is £4.00 Please get in touch if this is of interest.



Travelling to Abercorn

Traveling to/from Abercorn

All visitors to Little Bugs at Abercorn must park in the customer car park which is clearly sign posted. We ask that parents take the short walk through the nature trail following the path to reach the entrance to the walled garden.

At Little Bugs Nursery we take a considerate and safe approach towards all users of the Hopetoun Estate and the local community, with this in mind it is strictly prohibited for Little Bugs Nursery customers to park directly outside the wall garden entrance.



Please note that there is open water on the other side of the nature trail. Please ensure that your child remains well away from the waters edge.

Pricing Information

Session Time	2 - 3 years	3 years +
Full Day 8am - 6pm	£71.00	£67.00
Short Day 8am - 4pm	£61.50	£56.50
Morning Session 8am - 1pm	£38.50	£34.50
Term time Session 9am - 3pm	Not available	£43.50
Ad hoc hours (when available)	£8.25	£8.25



Funding Information

We work in partnership with West Lothian Council to provide funded spaces for children aged 3 years +
(Full year & term time)



*please note, you must live within West Lothian Council borders to qualify for a funded place at Little Bugs Abercorn.

Full year care

22 hours & 50 mins
per week

Children are eligible for funded care the term after their 3rd birthday.

*if your child's birthday is in March, they will be eligible in the following August term.

You can split your funding with another setting. We can invoice you for any remaining balance monthly.

Term time care

30 hours per week

Session Information

We have a minimum weekly hour requirement of **15 hours** for **full year** care
&
12 hours for **term time** care.

Available sessions

Morning session -

8am - 1pm

Full year only

Short day -

8am - 4pm

Full year only

Full day -

8am - 6pm

Full year only

Term time short day -

9am - 3pm

Term time only

- Families must attend an open evening before securing a place at Little Bugs to ensure our fully outdoor environment is what you are looking for

Registration & Settling in

Show round & Sign Up

We hold a number of open morning and evenings at Little Bugs these can be booked via our website littlebugs.co.uk. We ask that families come to visit the setting before securing a place to make sure our fully outdoor environment is what you are looking for.

Access to Famly

Our admin team will enter all your child's details and you will receive email confirmation and a login. Can you please ensure all your child's details are correct on Famly. If your space is privately funded then you will receive an invoice and deposit must be paid within 7 days of receipt of invoice

Settling in Visits

Our admin team will contact you prior to your child starting to organise settling in sessions. We offer 3 session for a successful transition to nursery. Details of this can be found in our Settling in and Transition policy. Please ensure outstanding invoices are settled prior to your

Get set to go!

Prior to settling in sessions we ask that you check out the handbook for details of items your child will need. Please ask a member of our management team regarding our clothing bank. Get set for your settling in sessions.

Key worker Catch ups

Your child's key worker will invite you for a catch up conversation 6 to 8 weeks after your child has started. This will give you an idea of the progress your child is making and to discuss next steps.

Continued Involvement

We look forward to sharing your child's progress throughout the year. You will also be invited to attend nursery throughout the year through the following:

- BigBugs Forum (once a term)
- Stay and play sessions (once a term)
- Parent & Key worker meeting (twice a year)
- Annual Celebration (Autumn)

Registration & Settling in

Settling in sessions

We offer 3x 1.5 hour settling in sessions. These will be organised for the week prior to starting at nursery. We recommend that you stay and play for a short time and then leave your child. This will allow staff to create relationships and promote your child's independence.

Transitions

It is completely normal for children to take some time to adjust to a new environment. Every child's transition is different and our highly skilled staff are on hand to support your child feel comfortable within the setting.

Communication

Open communication is the key to a successful nursery transition. If you feel there is something we should know please let us know. We will message you to let you know how your child is settling in. We provide a daily snap shot which gives you an insight into what we have been doing that day but we also aim to give terrific feedback at the end of the session as well.

SETTLING MY CHILD INTO NURSERY

Positivity and continuity

Remaining positive about attending nursery is essential to your child's transition. Ask then what they will be doing at nursery today and their favourite parts. Creating a consistent routine with nursery attendance will also support your child to feel safe and comfortable with attending. Positive goodbyes and reassurance will ensure that your child feels secure and that you will be returning for them at the end of the session.

Attachment Objects

If your child is finding coming to nursery challenging then we would welcome you to bring an object from home to comfort your child. this could be a toy, book or figurine that provides comfort and a talking point when coming into nursery.

Be kind to yourself!

The transition to anything new can be tricky. It is natural for parents/ carers to feel anxious about leaving their child at nursery. Taking time for self care will allow you to manage your own emotions therefore further supporting your own child.

A Little Rest for a Little Bug

Play based learning can be hard work. We have cosy, comforting and peaceful resting spaces in the form of day beds situated in our sheltered sleeping area and within our yurt. If your child sleeps at nursery we ask that you provide us with a cot sheet and blanket that you take home each day, this can go into an additional bag that you take home daily. We will of course discuss 'napping' arrangements and preferences with families during your visit

Communication



At Little Bugs, we utilise the Famly app to streamline communication and keep parents informed about their child's well-being and development. Through Famly, we securely store essential child information, facilitate direct messaging between parents and staff, and maintain detailed records of medication, incidents, accidents and educational tracking. Additionally, permissions for various activities and outings are managed efficiently through this platform.

We understand the importance of transparent and regular communication

between parents and caregivers. Our goal is to ensure that you feel well-informed and connected to your child's experiences at our nursery. We have therefore created a three-strand approach to parent communication

Daily Snap Shots

Our daily snapshots are posted in the afternoon to inform families if what has been taking place throughout the session. Lunch & snack information are included too.

Observations

You will receive observations of significant learning which is recorded to track your child's progress and development. We use these to create termly next steps.

Terrific Feedback

We aim to give terrific feedback at the end of each session. Please see our poster and contact us if you feel you are not receiving this. We will feedback at parents days too.



01383 279 380



info@littlebugs.
co.uk

Kit List

Living in Scotland, the weather can change very quickly. Come rain or shine we would like our little bugs to be comfortable ready to explore in all seasons and ever-changing weather.

Everyday essentials

Waterproofs are needed everyday, even in the summer, It could rain at any point and waterproofs will prevent your child from becoming wet and cold. Wellies are also an essential all year-round addition. It is always advisable to bring them along in a bag just in case the weather suddenly turns. Other essential all year-round items include jumpers/ layers, spare socks and pants, we also require children to bring one set of spare clothes.

Autumn/Spring Weather

As the seasons change both going into winter and approaching spring the weather can be extremely changeable so its much better to be over dressed and able to peel layers off.

It is advised that children wear long-sleeved t-shirts and long over trousers due to nettle stings and other jaggy foliage.

Please avoid skirts and shorts. Trousers should be tucked into socks. This is essential in reducing the risks of tic bites.

Warm/Summer Weather

Please ensure your child has a sun hat to protect them from the summer rays. It is essential that children have sun cream applied BEFORE attending nursery. Sun cream will be applied as necessary throughout the session. If your child has sensitive skin please ensure you provide us with a suitable sun cream.

Winter Weather

- Footwear:** Please can you ensure that your child comes in welly boots and welly socks- this is essential for warm and dry feet in the winter.
- Socks:** One or two pairs of thermal socks should be worn. Welly socks over the top of thermals can also ensure that children are protected from the winter chill. Please be aware that cotton/ankle socks do not provide adequate level of warmth in winter.
- Thermals are essential in cold weather:** Thermal base layers with long sleeves and thermal bottoms. Alternatively, as many thin layers are possible ie tights/leggings.
- On the body:** at least two more layers with long sleeves with the last layer being a warm jumper.
- Final Layer:** The waterproof layer - Through experience it is recommended that children have separate waterproof coat and trousers (dungaree style) This is because they provide both warmth and helps develop independence in the woods. Aldi and Lidl provide fantastic options that we highly recommend.
- Gloves:** In our experience its best to have a couple of pairs of magic gloves as children can still use their hands when playing in the outdoor environment. Ski gloves etc. are very restrictive.

Rucksacks

Children at Wild Bugs nursery are encouraged to use a rucksack with chest straps these can be found in all outdoor activity shops. In the rucksack children should carry spare clothing with them when we go out to the surrounding woodlands. It is recommended that spare clean clothing is put into a dry sack to prevent the damp from getting to it. Dry sacks can be purchased in most outdoor shops.



Policies & Procedures Summary

The following are summaries from the Key Policies in which Little Bugs operate. If you would like further information on our policies, please head over to the Parent Portal on our website to access all of our policies and procedures.

Alternatively, these be requested by emailing **info@littlebugs.co.uk**.

Child Protection

At Little Bugs we are committed to ensuring the wellbeing and welfare of all children in our care. We acknowledge that the child's welfare and wellbeing are vital and that there is a duty of care to implement effective policies and procedures for safeguarding all children in accordance with the guidance produced by the Scottish Government and the Care Inspectorate, as well as support from The City of Edinburgh Council and West Lothian Council social work team. A copy of the full policy is available on request.

Complaints

At Little Bugs we believe that Parents/Caregivers are entitled to expect courtesy and prompt, careful attention to their individual needs and wishes. We always hope that Parents/ Caregivers and children are happy with the service provided and we encourage parents to voice their complaints and compliments to individual members of staff or manager. If you do not feel comfortable speaking with a member of staff in person, please get in touch by emailing **info@littlebugs.co.uk** You can also contact our regulator **The Care Inspectorate** on **0345 600 9527**

Medication

At Little Bugs we promote the good health of children attending nursery and take necessary steps to prevent the spread of infection. If a child requires medicine, we will obtain information about the child's needs for this and will ensure this information is kept up to date. We follow the Care Inspectorate guidance on the management of 'Medication in Day Care of Children and Childminding Services' (2014) when dealing with medication of any kind we follow strict protocol. Any requests for medication to be administered during nursery sessions will be handled by a First aid trained member of staff only. For further information please see the Little Bugs Medication Policy in full.



Policies & Procedures Summary

Promoting Positive Behavior

At Little Bugs we believe that the happiness of all children in our care is our primary focus. We want the Wild Bugs environment to be a secure and stable environment which allows freedom within safe boundaries. These boundaries are discussed and agreed as a child and staff group. We feel that allowing children to be included in decisions regards their own safety allows them to understand the reasoning around the precautions that are taken to protect them from harm. We believe in the ethos of promoting and recognising positive behaviours. We encourage children to engage in discussions regarding different types of behaviour and how behaviours can change and manifest when emotions cannot be expressed or have been misunderstood. We encourage the use of Positive Language and offering children the opportunities to express instead of repress emotions. It is our firm belief that in doing so they will learn to respect themselves and others around them.

Infection Control

At Little Bugs we promote the good health of all children attending through maintaining high hygiene standards and reducing the chances of infection being spread. Viruses and infections can be easily passed from person to person by breathing in air containing the virus, which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with viruses. Wild Bugs has a 'duty of care' and requirement to provide a safe environment for the children within it's care. The national guidance 'Infection Prevention and Control in Childcare Settings (2018)' sets out guidelines and is recommended as best practice by the CareInspectorate.

AdverseWeather

Little Bugs will make every effort to keep our outdoor nursery open in adverse weather conditions in order to minimise any disruption to our service.

However, in some cases of very extreme weather conditions we may not be able to operate in our usual way. This may be due to staff shortages, dangerous conditions or damage to areas of our site. Any decisions about the opening or closing of the service will be made by the manager and will consider the safety of children, families and the staff team. We have access to a large hut which is a warm dry space. This space will be used for shelter during infrequent bouts of adverse weather.



Terms & Conditions

- Little Bugs is regulated by the Care Inspectorate.
- In order to secure a space at Little Bugs you are required to pay an admin fee of £100, unless you are using your funding with us. **Your space will not be secured until this deposit has been paid.**
- Inclusion: We do our best to accommodate all children, regardless of needs. Specific physical requirements may need to be assessed on an individual basis but please discuss this with us.
- Safety is key and all our staff are trained and registered with the SSSC or GTCS.
- Registration enquiries can be made by completing a registration form at www.littlebugs.co.uk or by emailing info@littlebugs.co.uk to request one.
- A notice period of 4 weeks is required in writing to end your contract.
- Payment of fees is strictly in advance. Arrears may result in the immediate withdrawal of childcare. Once childcare is withdrawn, places will be offered to those on our waiting list immediately.
- Any additional days from the agreed normal week will incur additional charge – additional days will only be available if capacity allows.
- 1:8 for children aged 3 plus. 1:5 for children aged 2-3
- If a child is ill, they will not be able to attend.
- Once a child is enrolled, fees must be paid whether the child attends or not. Failure to do so will result in the loss of the childcare place.

As you would expect we have an extensive collection of policies and procedures. These policies and procedures take account of: Health and Social Care Standards: My Support, My Life; Realising the Ambition; Out to Play; My World Outdoors; UNCRC; Infection Prevention and Control in Childcare settings. Should you wish a copy of any of our policies then please just ask a staff member or contact us via email info@littlebugs.co.uk



Little Bugs Nursery

Little Bugs would like to thank Scouting Adventures Fordell Firs for their support during this very exciting adventure.

www.littlebugs.co.uk



@littlebugsoutdoors



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info@littlebugs.co.uk