

**CHILDREN'S SERVICE CAPITAL TEAM – BRIEF FOR BRUNSWICK  
PARK CO-LOCATION SITE**

**RELOCATION OF HAMPDEN WAY CHILDREN'S CENTRE**

**AUGUST 2009**

**Introduction**

Hampden Way Nursery and Children's centre is to be relocated to the Brunswick Park site as part of a co-location initiative alongside Osidge Library, Brunswick Park GP Clinic and the Acorn centre – an SEN unit to care for early years pupils with SEN.

**Existing premises**

Childcare and core services are presently delivered from the Hampden Way site. The nursery school provides 50 places for 3-5 year olds. The existing childcare premises are unsuitable for delivering an early years education for 2-5 year olds due to the size and condition of the premises. Core services are delivered from a demountable unit and can only accommodate 12 adults and children at any one time. The unit was installed in the summer of 2007 and is undersized and under equipped to provide for such usage.

**The new site**

A schedule of accommodation needs has previously been provided. The key accommodation differences between the present and planned services is as follows:

- In addition to the 50 place nursery school for 3-5 year olds, 12 places for 2-3 year olds nursery provision is ideal, however; it is not compulsory if space does not allow.
- There is an increase in the core offer or space allocated for the community/training room/crèche provisions from 12 places currently to 20 places; the increase has been agreed by the Children's Service in terms of capital budget and on-going revenue.

Additionally at the new site, the designers should also aim to provide:

- A building that is welcoming and easily accessible
- Clearly signed
- Makes use of natural light and ventilation

- Provides young children with stimulating and interesting environments both internally and externally that aids development both physically and mentally
- Provides safe and secure accommodation
- Provides staff and visiting professionals with suitable accommodation for both work and rest
- Provides the local community with suitable accommodation for the delivery of core services
- Provides full access to all members of the community
- Demonstrates a commitment to the sustainability agenda and the use of renewable energy to the wider community that can be used as an educational tool for young children

### The new building

List of present and planned services previously provided. Other services will also include:

- appropriate support and outreach services to parents/carers and children who have been identified as in need of them
- information and advice to parents/carers on a range of subjects, including: local childcare, looking after babies and young children, local early years provision (childcare and early learning) education services for 3 & 4 year olds
- support to childminders
- drop-in sessions and other activities for children and carers at the centre links to Jobcentre Plus services

### Placements

As listed in the SoA:

- Nursery provision includes 12 places for 2-3 years and 50 places for 3-5 years. Mixture of full day (8am-6pm) and part day.
- Core offer accommodation for 20 adults and 20 children in the Community/Training Room and Crèche facilities

### Staff Numbers

#### Staff to Child Ratio

In line with best practice 1 member of staff to every 4 children for 2-3 years and 1 member of staff to every 13 children 3-5 years.

#### Security and Access

Is of paramount importance. The new building should provide:

- Fob or swipe card access for staff
- Secure parking for staff

- Entrance doors to be access controlled
- Secure lobby with reception
- Secure buggy storage for 20 buggies
- Parents and visitors to enter building via main entrance and to be access controlled from main office
- Main office to have full CCTV monitoring equipment
- Playrooms to have Fob / swipe card access for staff only with release mechanism inside
- External areas to be safe and secure with no access for none staff

### ICT

Staff will use for admin and teaching – number of fixed PC's required are as follows:

Centre should have both hard wired and wireless flexibility for visiting professionals.