

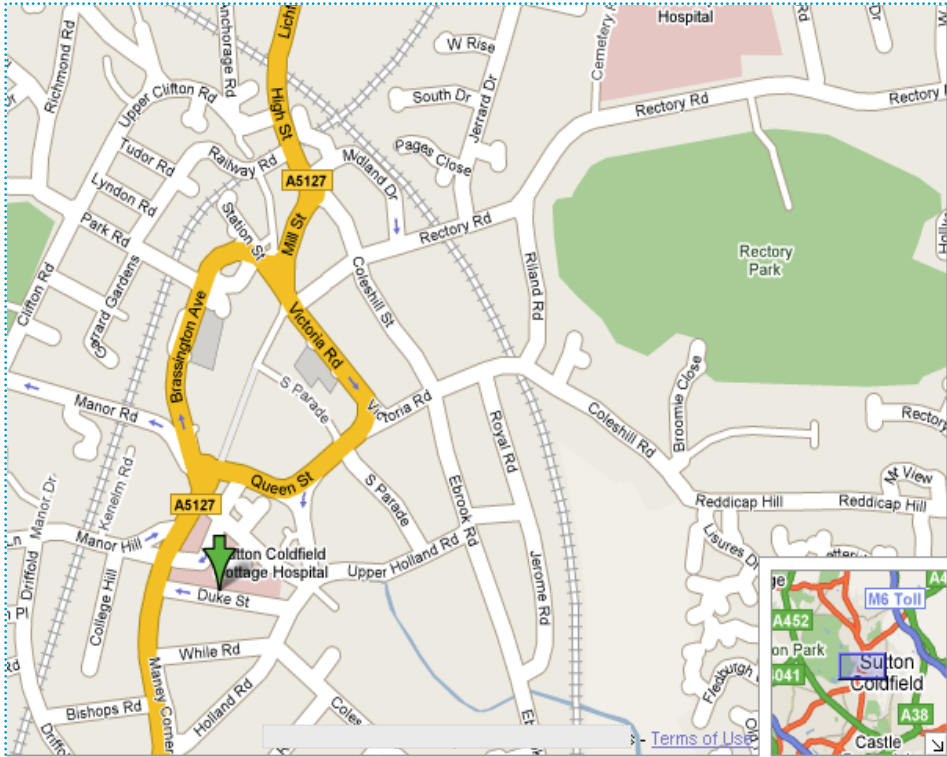
TRINITY PLAY CENTRE

Duke Street

Sutton Coldfield

B72 1RJ

Tel. 0121 354 9725



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www.trinityplaycentre.co.uk

Email: rachelcoppin26@hotmail.co.uk

**5 Minute walk from
Sutton Town Centre**

Trinity Play Centre, previously known as Trinity Play Group, moved to Duke Street from Church House, Coleshill Street in 1974. Situated close to the town centre the old school building has lots of space where children can develop their natural skills, through play, at their own pace in a secure, friendly, family atmosphere.



A pilot lunchtime session between a long-standing morning and afternoon playgroup proved the need for day care. In 1976 the nursery was started for the summer term. We were registered as a Day Nursery, providing full day care, by 1978 and our aims were to provide quality childcare at an affordable price, in a secure and comfortable environment.



We continue to pursue these aims and offer encouragement and support to children aged from 3 months to 5 years, regardless of gender, ability, background, culture or belief, on their journey towards the learning goals of the early years curriculum.

To register an interest in a place for your child, please complete and return this form to:-

Mrs Rachel Coppin – Manager
 Trinity Play Centre,
 Duke Street,
 Sutton Coldfield B72 1RJ.

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Name of Child

Date of Birth Approximate Starting Date

Address

Postcode

Name of parent / carer registering child:-
 Mr/Mrs/Ms

Relationship to child (Mum, Dad, etc):-

Contact information:-

Home phone: Work:

Mobile: Email:

How did you find out about Trinity Play Centre?

Signed:- Parent/Carer

Date:-

Nursery Fees April 2026

Full time place:	£280
745am-6pm	£60
9AM-6PM	£53

Half Day session:

9am-3pm	£42
8am-4pm	£ 44

School day session:

8.30am-3.30pm	£38
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* £20weekly discount is applied if a full time place is taken.

Key Terms & Conditions

Nursery Closure:

The nursery will be closed on all statutory bank holidays. Fees will be charged for these days.

Sickness:

Sickness will be charged at full fees and sessions cannot be swapped.

Fees:

Fees are required to be paid one month in advance, fees are then required to be monthly, keeping one month in advance at all times. Failure to keep up with the payment of your fees will result in you losing your place.

Holidays:

We close for one week over Christmas and no fees will be payable.

Lateness:

In the case of late collection after 6 pm, we reserve the right to charge a late collection fee of £15 for every fifteen minute period. This is to cover the cost of staff overtime.

If a parent turns up after their allocated session has finished, an hourly fee of £8 for every new hour will be charged that the lateness enters into, after the session time has finished.

Daily Routine

We divide the children into three different rooms where the activities they undertake are more suited to their individual needs. Each child will be allocated a key worker. You can discuss your child's progress with your child's key worker at anytime.

Baby room

Ratio is 1-3

Each child has a dairy diary which is completed each day ,
Activities will be set around individual l child

2's and 3,s room

Ratio for this room is 2s 1-5 and 3s 1-8

Each child is allocated a key person , activities are set out through the day of the child's choice and planned activities by the staff .

Preschool room

Ratio for this room is 1-8

In this room Jo is the key person and activities are planned around getting them ready to go to school

Breakfast is served 7.45-8.30

Snack 10.30 fruit with milk or water

Lunch 12.15 freshly cooked on site , we work on a 3 weekly menu and cater for all special dietary requirements

3.00 afternoon drinks

4.00 Teatime

Fresh drinking water is available all day

Trips Out/Visits:

We try and arrange trips out as often as we can as the children can understand the world, this includes walk around the block . Up to little tesco and to sutton park

We have a dance lady comes in every Wednesday for our under 3s group ,

Pre-school room we have a Spanish lady come in every Wednesday morning

Policies & Procedures

All our policies are available on site and can be found in the main reception. Parents are able to view these at anytime. Please ask the manager.

Equal Opportunities Policy

Trinity Play Centre believes that no child, individual or family should be excluded from the nursery's activities on the grounds of age, gender, sexuality, class, family status, means, disability, colour, ethnic origin, culture, religion or belief.

Settling in Sessions

It's important for you to ensure that your child is settled in our nursery. We offer you the chance to attend the nursery for a few hours with you leaving for a short period and then returning. This helps to reduce any upset on the child and ensures they get to know the staff.

Development assessment

We assess the children termly basic and will update parents with the child progress. We ask parents to fill out wow slip which encourage parents participate

Sleeping & Bedding

All children will be allowed to sleep as they require, we try to encourage the children to rest after lunch. All children will receive clean bedding on a daily basis.

Security

All staff are fully CRB checked and only people authorised to collect your child will be allowed to do so, unless prior permission is granted.,our front door has a security camera so we can see the parents arrive .

Government Funding

All children from the age of 9 months will be entitled to government funding please visit Birmingham city council website to get all the information you need to apply for this

Child Care Vouchers

We except all types of childcare vouchers as forms of payment and also from the Tax free childcare