



AUTUMN TERM 2017 NEWSLETTER

A warm welcome to our new children and their parents and welcome back to everyone else. We do hope you had a lovely summer break. This is our opportunity to inform you of what's happening this term. There is a lot of information in this newsletter so we strongly recommend you keep it to hand. Details of our weekly topics are listed in each class on the noticeboard.

For Caterpillar Class the first half term will be all about settling in, and the key person getting to know your child through our chatter boxes. The second half of the term we will gradually start to introduce primary colour and colour mixing.

Butterfly class will begin the term learning developing a story board for the book corner then colours, shapes and numbers. Both halls will celebrate fireworks night and Christmas

WHO'S WHO

Manager/Owner: Allison Brown
Deputy Managers: Julie De Doncker and Philippa Williams

Caterpillar Class

Room Leaders: Jo Deacon and Zoe Gray
Practitioners: Sandra Burton; Jade Lewis;
Rachel Torzillo; Kelly Stanford; Susie Guy

Butterfly Class

Room Leaders: Julie De Doncker and Philippa Williams
Practitioners: Lisa Longhurst; Karen Watts;
Edwina Welch; Rachel Whitehead; Becky Collins

SEND Officer: Philippa Williams and Zoe Gray
(Special Educational Needs and Disability)

Food & Resources Co-ordinator: Kate Cairns
Fees & Lunch Club Co-ordinator: Kate Cairns

Designated Safeguarding Lead: Allison Brown
Deputy Safeguarding Lead: Julie De Doncker

TERM DATES - please make a note of these

Autumn Term

6 September - 19th December* 2017

Half Term: 23rd-27th October

*Caterpillar class with finish 15th December

Last Lunch Club of Term: Monday 18th December

Spring Term

4rd January - 28th March 2016

Half Term: 12th-16th February

Summer Term

16th April - 18th July*

Half Term: 28th May - 1st June

Bank Holiday: 7th May

Last Lunch Club of Term: Tuesday 17th July

* Caterpillar class finish 13th July

*Leavers last day of term is 18th July

LUNCH CLUB

The procedure for Lunch Club is as follows:

Caterpillar Class: Any child in this class can stay for lunch club 12.15-1.15 and the cost is £7.50. Please book your child in with Mrs Cairns in the entrance hall, pay the fee and put the lunch box on the trolley. You do not have to prebook but you must pay on the day.

Butterfly Class: All children in this class stay for lunch and there is no extra fee providing it is within the 15 hours of grant. Children can go home earlier but that time is still counted in their grant entitlement. Just leave the lunch box on the trolley as you come in. You do not have to book your child in with Mrs Cairns.

The usual lunch we recommend would be a sandwich/roll/wrap or pasta; a bag of crisps; yoghurt; a piece of fruit or prepared fruit and a drink. We do encourage the children to eat everything you provide but it is only encouragement. We do ask that nobody brings peanut butter or any nut based products.

You are asked to wait for your child at the main door at 1.15pm. A member of staff will unlock the door when the children are ready for collection.

IMPORTANT: Please ensure the child's name is clearly visible on the outside of the lunch box/bag.

LIBRARY SCHEME

As a nursery we are part of the Early Language initiative. To promote language and listening skills we have a nursery library. Every child has a book bag and will be able to select a book with a teacher. They can borrow the book to take home for a few days to read with you. When you are ready, please bring the book back to be exchanged for another.

CLOTHING

The most important thing is that all nursery clothing must be named. All children are wearing the same t-shirts and sweatshirts and they can easily be lost if there is no name inside.

Soft shoes should be changed into once the children are in class. This avoids their feet being wet or cold from playing on the grass. We use the garden all year round so outdoor shoes/wellies and coats are essential every day. Hats and gloves are a good idea when it gets colder. For our younger children we recommend velcro plimsolls for indoor play and wellies or velcro trainers for outdoor play as they are easier for the children and us. A change of clothing should be brought to every session in the children's bag in case of spillages or accidents. For those children in nappies we require a supply of nappies to change your child.

Please ensure clothing, footwear, bags and drink containers are all named.

MEDICATION

If your child has long-term prescribed medication we do require you to complete a medication permission form. This permits us to administer medication to your child. The medication must have the original pharmacy label for the child showing dosage instructions. Just ask your room leader or keyperson for details.

If your child is unwell and not able to come to nursery we do appreciate a text or call to 07951 128086 to inform us. Anything contagious like vomiting or diarrhoea should have finished for 48 hours before a return to nursery.

SAFETY

For health and safety reasons we ask that children with long hair have it tied back. If they wear earrings please ensure they are studs.

If you have designated someone else to collect your child, you must inform your room leaders prior to collection. We will not release a child to anyone (even if we know the collector) unless they have your unique password and we have had your prior notification.

YOUR CONTACT INFORMATION

Please check with your room leader to ensure we have your correct address and contact numbers. It is vital we are able to contact you in an emergency.

EYFE (Early Years Free Entitlement)

If your child has their third birthday between 1 September 2014 - 31 December 2014 then you will be eligible for the grant in January 2017. This entitlement will give you 15 hours of childcare free of charge. We will explain the system to those it applies to nearer the time. Please note that as of this September children doing an afternoon sessions and claiming the EYFE must attend for a least three hour session therefore the start time for an afternoon sessions is now 12.15pm which includes lunch.

30 Hours Free Entitlement

For those of you in butterfly class who are entitled to the extra 15 hours of funded childcare please note that each term you must reconfirm your eligibility code through the childcare choices website. These can be reconfirmed by using your secure gateway account and in the childcare Service Account screen, selecting reconfirmation. Please note if your code is not reconfirmed you will no longer be eligible for the extended hours.

Early morning club

Our early morning club is still available from Monday to Thursday. Children can be dropped off at either 8.30am at a cost of £6.00 or 8.45am at a cost of £4.00. Please note these are the only times the doors will open to allow children in and it is advisable to book before so we are aware of the numbers of children using the club

AND FINALLY

If you have any questions, concerns or queries about anything at Nursery please do not hesitate to speak to Allison Brown, your room leaders or your keyperson. We are always happy to share information with you and help in any way we can.

06.09.17