

## October 2014

Hello everyone, and welcome to the new children and families who have joined us. This half term has been a busy one and we have been missing our Deputy Manager, Gill, who has been away due to family reasons. I have been speaking to Gill regularly so I know she has missed us too and is looking forward to coming back as soon as she can; she has asked me to send her love to you all. Next half term is going to be a busy one, packed with fun activities and ending with Christmas festivities - I can't quite believe we are here already!

### Parents' Evening

Parents' Evening will be on Monday 17th November from 7-9 pm. If you would like to book a 10 minute consultation with your child's key worker please complete the slip at the end of this newsletter and return it to nursery by Friday 7<sup>th</sup> November.

### Fees

Invoices are dated from the first day of each half term; all payments must be paid within two weeks, or a late payment charge for £20 will be added, unless special arrangements have been made with me, so please talk to me if you have any worries. I have already handed out the invoices for this half term as I thought it would allow you more time to arrange the payments. The last day for payments this half term is **Friday 14th November**. The nursery bank details for those who wish to pay online are:

Bank	HSBC
Sort Code	40 16 08
Account Number	31615947

Please remember to send a notification by email to Jane Marshall, the nursery proprietor, at [janemarshall@littleshands.co.uk](mailto:janemarshall@littleshands.co.uk) and enter your child's name and 'Bourn' as a reference to ensure that your payment is allocated correctly. This is to avoid any confusion with payments meant for other families with the same surname at one of the other Little Hands nurseries.

### Winter Weather

Please remember that access to the garden is available all year round and I would therefore ask that you provide your children with a coat and wellies, labelled clearly with your child's name, in case they choose to play outside. At the end of the session please ensure that your children's belongings are taken home. As we are in shared premises, we are unable to store children's belongings easily overnight.

### Increasing Sessions for January 2014

If you would like to increase your child's sessions for January, please complete the slip at the end of this newsletter and I will confirm session availability towards the end of this term. I will be sending out the Cambridgeshire County Council Parental Contracts for children who are eligible for Early Years Funding from January 2014 soon, so please have a think about how you would like to use your funded hours. **Please remember that if you wish to reduce your child's hours, a full half term's notice is required.**

### Christmas Party

Our Christmas party will be held on **Monday 15<sup>th</sup> December from 1-3pm**. The cost of the party is £11.50; this includes party food, games and a visit and present from 'you-know-who'. If your child already attends on a Monday afternoon you will not be charged for the party. I need to get an idea of

how many children will be attending as we may need to hold two parties if the numbers for one party are too high. Please complete the slip below **by Friday 21<sup>st</sup> November** if you would like to book your child in for the party and keep a look out for notices of further details.

### **Christmas Holiday Club**

We are hoping to open for Holiday Club on Monday 22<sup>nd</sup> and Tuesday 23<sup>rd</sup> December. We are going to be carrying on with fun activities in the lead up to Christmas so there will be lots of glitter and Christmas songs! Please complete the slip below if you would like to book your child in.

### **Activities**

As always we base our planning on the children's interests. If your child has any particular interests that you think we can introduce into the nursery sessions, please let either us know so we can incorporate them into the planning. Please also let us know if you would like to come in to share your skills and interests with us - we would be very happy to have you! We would also love to know of any festivals or celebrations that your family participates in as we would like to mark these within our planning as authentically as possible using your own knowledge and experiences rather than 'googled' images and text.

We have always been extremely lucky to have some wonderful activities run by our wonderful parents and grandparents. Our International Breakfast morning was well attended and great fun for all. I would like to take this opportunity to say thank you to all the parents who helped with activities and for the lovely food they made for the breakfast morning, your help is greatly appreciated. I am in the process of putting a display board together with photographs from the International Breakfast Morning together with the word 'hello' in the languages spoken by everyone at Little Hands but if I have missed some out please let me know so I can add them.

I would like to remind everyone that we welcome all parents/carers to join us for story-time at the end of each day; the door opens at 3.50pm for parents, grandparents, brothers and sisters who would like to come in and listen to the story with us or indeed read a story to the group.

Finally, I just wanted to let everyone know that I will be running the October Half Term Holiday Club and then I will be on annual leave for the first week after half term (Monday 3<sup>rd</sup> - Friday 7<sup>th</sup> November). Stefan will be leading the sessions and holding the fort with support from our excellent team of staff. Stefan will be primarily involved with the sessions and the children but if you have any urgent questions during that week please ask him as he and Jane Marshall, the nursery proprietor, will be able to help you. If you have any non-urgent queries please feel free to email them to me as usual and I will look at them on my return. I know it's much easier to do these things when they are fresh in your mind as they may well get forgotten forever otherwise!

Many thanks,

**Pam**

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# Planning for this Half Term:

- Week 1**      **Bonfire Night** We will be talking about safety on bonfire night and making models and pictures of fireworks, sparklers and rockets. We will also be starting to talk about and decorate our 'Me Boxes' (details in Week 2 below) so if you have any spare shoe boxes please bring them in.
- Week 2**      **All About Me** This week the children will be encouraged to talk about themselves both in the physical sense (eye, hair and skin colour, boys/girls etc.) and with regard to things and people that they like and love. It is a great opportunity to develop a sense of identity and also to recognise and celebrate our differences. Our favourite way to carry out this activity, which is part of the Cambridgeshire Staying Safe Curriculum, is to make 'Me Boxes'. This will be the third year that we have run this activity and it is always wonderful to see the children grow in confidence when they have the chance to talk about themselves. Children are supported to talk about their boxes, which they decorate and fill with things that are special to them, in large and small groups depending on their language skills and their confidence.
- Week 3**      **Autumn** We will be talking about autumn - the colours of the changing and fallen leaves, animals in hibernation, and the weather. We will also be collecting and using natural things to make collages, using autumnal colours to make an autumn tree for a big display board. We will be going out for walks looking for opportunities to see the colours and changes of the season and listen to the leaves crunching under our feet (hopefully on the dry days)!
- Week 4**      **Recycling Week** Back by popular demand! When we did this last year for the first time we thought we were being brave but this year we know we will have fun...we will be making all our own toys! **Please bring in anything that you think would be good for making toys (such as big boxes, bottles, fabrics, sparkly things etc.).** We would love you to join in the fun so please let us know if you would like to come in and help us to make things.
- Weeks 5 - 7**      **Christmas** - The nursery will be taken over by Christmas songs, glitter and all things Christmassy BUT I'm not going to tell you what we'll be doing - it's a surprise!! However, we would like you to come in to share your favourite Christmas stories with us, so just let us know when you are free so we can book you in. **Please note that the Christmas party is on Monday 15<sup>th</sup> December but please keep a look out for confirmation on times as we may need to have two parties depending on numbers.**

# Term Dates:

## Autumn Term 2014

27<sup>th</sup> – 31<sup>st</sup> October Half Term Holiday Club

3rd November - 19th December 7 weeks

**Christmas Party Monday 15<sup>th</sup> December 1pm-3pm**

*Christmas Holiday Club 22<sup>nd</sup> and 23<sup>rd</sup> December*

## Spring Term 2015

5<sup>th</sup> January – 13<sup>th</sup> February 6 weeks

16<sup>th</sup> – 20th February Half Term Holiday Club

23rd February – 27<sup>th</sup> March 5 weeks

*Easter Holiday Club 30<sup>th</sup> & 31<sup>st</sup> March 1<sup>st</sup> & 2<sup>nd</sup> April, and 7<sup>th</sup> – 10<sup>th</sup> April*

*Closed on Easter Bank Holidays 3<sup>rd</sup> & 6<sup>th</sup> April*

## Summer Term 2015

13th April - 22nd May 5 weeks 4 days

(4<sup>th</sup> May bank holiday - closed)

25<sup>th</sup> – 29<sup>th</sup> May half term holiday club

1st June - 20th July 7 weeks & 1 day

*Summer Holiday Club Dates to be confirmed*

**Parents' Evening, Monday 17<sup>th</sup> November 2014 7pm-9pm**

I would like to book a 10 minute appointment with my child's

(name)..... keyworker (name) .....

My preferred times are.....

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**Confirmation Slip (to be completed by Little Hands) for Parents' Evening - 17<sup>th</sup> November**

**Child's Name**.....

A 10 minute appointment has been made with..... (child's key worker)

at..... (time slot).

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**Christmas Party, Monday 15<sup>th</sup> December 2014**

I would like to book a place for my child .....for the Christmas party.

I have enclosed the payment of £11.50 in cash/cheque/my child already attends on Monday afternoon (please delete as appropriate).

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**Confirmation Slip (for Little Hands' to complete):**

We confirm that a place has been booked for your child(ren).....

for the Christmas Party at .....(time).

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**Session Increase for January 2015**

I would like to increase sessions for my child .....

My preferred extra session(s) are .....

Signed.....Name.....

Date.....

**Christmas Holiday Club 2014 - Booking Slip**

Child(ren)'s Name(s) \_\_\_\_\_

**We can accept children from ages 2 – 8 and our hourly rate is £5.75. Session availability is dependent on numbers so please hand your booking slip in early so that staffing can be arranged.**

Sessions required (please circle):

Monday                    22/12   8.30-9   9-10   10-11   11-12   12-1   1-2   2-3   3-4   4-4.30

Tuesday                   23/12   8.30-9   9-10   10-11   11-12   12-1   1-2   2-3   3-4   4-4.30

**PLEASE RETURN TO NURSERY BY FRIDAY 21<sup>st</sup> NOVEMBER - CONFIRMATION TO FOLLOW**

**Please use this space to list any activities or toys that your child would like us to include in the planning for holiday club:**

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**Please use this space to put forward any comments or suggestions**