

June 2019

Hello and welcome back to the last half term of this school year - I can't believe we are at this point of the year already - I say this every year, but it is always true!

Sunscreen:

Sunscreen must be applied on children before coming to nursery, we will reapply it on children who stay after lunch but please provide us with a named bottle; this is to avoid skin reactions. **Please leave your child's labelled bottle in the box in the foyer and complete the consent form.** We always offer outside play around the recommended times for sun safety (before 11am and after 3pm) and play either in the shade or inside at other times. All children are reminded to wear sunhats when playing outside; we have plenty of spares though your child may prefer to bring their own. If this is the case please ensure it is named as some children have identical ones.

September 2019 Bookings:

You should by now all have received your confirmation slips for your September bookings so please speak to me if you haven't. Please remember that from the 24th May all bookings were subject to a full 7 weeks' notice period. This is because I am now finalising the staffing for September and cannot make changes once these hours are set. If you wish to increase or change sessions, this may still be possible if there are spaces so please speak to me.

Sports Days:

We will have two Sports' Days this year on Monday 1st and Tuesday 2nd July, starting at approximately 9.20am (the earlier all children and parents arrive, the earlier we can start). Parents and family members are welcome to come and watch even if your child does not usually attend these sessions but please let us know in advance if you are planning on coming. Although the emphasis is always on fun we do need you to be aware of our safety guidelines so please see the attached letter for the full details - we will be asking you to sign in on the day and this will also state that you have read and will follow these guidelines.

Photographs and Video Images:

As sports week is a family event, parents may want to take photos of their children during the races; I am taking this opportunity to refer you to our Photography and Videos policy available on our website (www.littlehands.co.uk). **Please be respectful to other families by ensuring that any photographs taken at this nursery event are not shared on ANY social media sites.** If you do not want your child included in photographs taken during the events, please let me know so that we can make arrangements together.

Leavers' Party:

A party for children leaving for school will be held on **Tuesday 16th July 1pm-3pm**. The cost of the party is £12.80 - no payment is required for children already attending Monday afternoon sessions. Please email Pam/Rachael to book your child's place at the party and provide payment by **Friday 15th June; payments can be made by cash or online payment.**

Summer Holiday Club:

The Summer Holiday Club will open for most of the summer holiday (**we will be closed from Monday 12th - Friday 16th August, the Bank Holiday on Monday 26th August and Friday 6th September for staff training - term time resumes on Monday 9th September**). The deadline for bookings is **Friday 7th June**; after this date the staffing arrangements will be made so if you would like to book a place after 7th June please speak to me as there may still be some spaces available.

Parents' Evening

Parents' Evening is on Monday 24th June from 7pm-9pm; if you would like to book a 10 minute consultation with your child's key worker please email Pam/Rachael giving your preferred times during the evening (e.g. before 8pm or after 7.15pm etc) and we will try our best to fit you in within these times. **Please respond by Friday 14th June.**

Please remember to keep us informed of any changes regarding your child's general health or changes to your contact details. Our telephone number is 01954 710656 and our email address is lh.bourn@gmail.com

Remaining Dates for Summer 2019

3rd June - Tuesday 23rd July

7 weeks 2 days

Summer holiday club Wednesday 24th July – Friday 9th August AND Monday 19th August – Thursday 5th September

Summer Holiday Club Closed: Monday 12th – Friday 16th August (1 week), Monday 26th August (Bank Holiday) and Friday 6th September (staff training day)

Term Dates for 2019-2020

	Term weeks	funded weeks
Autumn Term 2019	14 weeks	14 weeks
Monday 9th September – Friday 18th October	6 weeks	
<i>21st - 25th October half term holiday club</i>		
Monday 28th October - Friday 20th December	8 weeks	
<i>Christmas holiday club 23rd December 2019 & 2nd 3rd January 2020</i>		
Spring Term 2020	11 weeks 2 days	11 weeks
Monday 6th January – Friday 14th February	6 weeks	
<i>17th – 21st February half term holiday club</i>		
Monday 24th February – Tuesday 31st March	5 weeks 2 days	
<i>Easter holiday club 1st 2nd 3rd - 6th 7th 8th 9th - 14th 15th 16th 17th April</i>		
<i>Easter Bank Holidays 10th and 13th April</i>		
Summer Term 2020	12 weeks 3 days	13 weeks
Monday 20th April - Friday 22nd May	4 weeks 4 days	
<i>(4th May bank holiday - closed)</i>		
<i>25th - 29th May half term holiday club</i>		
Monday 1st June - Thursday 23rd July	7 weeks 4 days	
<i>Summer holiday club Friday 24th July to Friday 4th September (closed for one week in August – dates to be confirmed)</i>		

Back for Autumn Term 2020: Monday 7th September 2020

Safety Rules and Guidelines for Sports Week

Races will start at approximately 9.20am (once the register has been taken). **We ask that parents sign the visitors' list and wait in the Cherry Tree Room and entrance hall. Little Hands children can go into nursery, but parents must ensure that their child's name is added to the register.**

The big garden is not an enclosed space so please follow the guidelines below so we can be safe while we are having lots of fun:

- 1) **Please sign in and out using the Visitors' Book** - all members of your group, including babies must be listed.
- 2) **Please inform a member of staff if you need to leave early or if you need to pop out of the nursery** (e.g. to use the toilet) they will need to lock the hall door behind you. Failing to do so may leave the nursery unsafe.
- 3) **Please do not take your child away without first informing us** as we need to mark them off the register.
- 4) We are happy to take all Little Hands children to the toilet regardless of whether they are booked into the session. This actually makes maintaining the register easier for us so please don't feel bad to let us! If you need to use the toilet, please use the accessible toilet in the main entrance area. **Only Little Hands' Staff are permitted to enter the nursery toilet area (for child protection reasons).**
- 5) If the fire alarm sounds please gather under the apple tree in the corner of the big garden (the area that the activities will be taking place). We will point this out to you before we start the races.
- 6) We prefer all Little Hands' children to stay with the group if possible but **if your child chooses to sit with you please be aware that it is your responsibility to supervise them until they are returned to us.**
- 7) **If you are taking photographs of the races please do not share these on social media sites if other children or staff are also in the photograph.**