

Little Hands Nursery – Melbourn

Newsletter Summer Term Second half 2014

Welcome back, I hope you have all had a nice restful break. I would also like to welcome our new children and families who have just joined us and also the children whom are about to start.

This is going to be a fun and exciting term but also a very sad term as we say goodbye to our older children whom will be starting a new chapter in their lives as they move on to primary school in September. We have currently been doing visits with Melbourn primary school, in an effort to make the transition to school as smooth as possible. The children who will be attending Melbourn primary were invited to have school dinners which proved to be a great success. The staff and I would like to take this opportunity to wish the children leaving us every success for their future, and to thank all the parents/carers for the support you have given us.



Lunch boxes/ Pre-school children

In preparation for our children going onto school in September our preschool children will be encouraged to access their lunch boxes independently at lunch time. The staff will be still supervising the children and helping where needed. We do ask that the containers you use for their lunches are labelled and that your child can open them independently. This is a great time where the children feel very grown up. It also very interesting to see what they choose to eat first!



Leavers Party/butterfly room only (9.00-11.15)

Our leaver's party will take place on Thursday 17th July not as previously mentioned. The party is predominantly for the pre-school age children but if you are a butterfly room child attending on that day you are welcome to join in. If you are a pre-school age child and require a space for the party, the slip is at the end of the newsletter, and the cost will be £12.00. If you are already booked in on Thursdays there is no charge. There will be an entertainer, party games, party food and a gift from Little Hands. For Health and Safety reasons we are only allowed a limited number of children on the premises and therefore we have to ask that places will be reserved on a first come first served basis. The staffing will remain at high ratios but we do ask that if any parents are willing to go on a volunteer list that we may call upon you if the need arises. Sorry I can only have parents without any other siblings.

Photos

Group photos – These will be on display in the foyer if you want to purchase one please fill in the form and hand payment to Anne/Hannah. Cheques please make payable to Andrew Martin.

Individual photos – These will be handed out for you to look at and if you wish to purchase copies please fill in the forms supplied and with your payment return to Anne/Hannah by **Friday 6th June**. I will advise you of the return date as soon as I can. Please again make cheques payable to Andrew Martin.



PAYMENT OF FEES

Little Hands preferred payment methods are direct bank payments or Childcare vouchers. Payments should be made within 2 weeks of the invoice date or a late pay fee of £20 will be added. Alternative payment arrangements (cheque or cash) or timings may be possible please speak to the nursery manager in advance

Direct Bank Payments

Fees can be paid directly into the nursery bank account either at a bank/post office or via Internet banking. The nursery bank details are:

Bank: HSBC

Sort Code: 401608

Account Number: 31615947

The payment should be referenced with your child's name and written notification emailed to janemarshall@littlehands.co.uk stating your child's name, payment amount and date payment has been made; this is essential to prevent payments being mistakenly attributed to the wrong family. If email is not an option the written notification can be given as a note/letter to the nursery manager.

Childcare Vouchers

Working parents can choose to pay using Childcare Vouchers if their employer is part of a voucher scheme. Voucher payments are popular as they are exempt of tax & national insurance deductions. The voucher company should be instructed to notify the nursery by e-mail when the payment is due so that individual payments can be correctly tracked.

Cheque payments

Cheques should be made payable to Little Hands Nursery.

Cheques are banked in the week following the payment period (two weeks after the invoice date.) Please note that cheque payments made outside the payment period may be not be banked until the following half term. Nursery will pass all bank charges incurred from un-cleared cheques to the parents.



Sun Cream

It is advisable to apply sunscreen to your child before bringing them to nursery. Cancer Research UK recommend factor 15 or higher. If your child attends for four hours or less it will not be necessary for the sunscreen to be reapplied at nursery. If your child attends a full day please send a named bottle of sunscreen to nursery with them and we will help your child reapply the cream before afternoon play. We are not able to apply a “general use” sunscreen to children who have not brought a named bottle with them in case a skin reaction occurs.

Please label cream, hats and clothing with your child’s name.

Parents Evening

This year our parent’s evening will be held on the 25 June 2014. This is a nice time when you can come along and talk with your child’s key person about how your child is progressing at nursery. A list will be available on the main door, for you to choose a suitable time that you can attend. If you are unable to attend on that evening, please speak to your child’s key person so a suitable time can be made during working hours for you to have a meeting.

Summer Holiday Club forms

Summer Holiday club forms are ready for collection and completion. Please fill in as soon as possible as late bookings cannot always be accommodated

Thank you.

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Leavers Party

Thursday 17th July 9.00 – 11.15 Pre-school and butterfly room children only

My child

Attends on a Thursday in the butterfly room and I wish them to take part in the party.

Does not attend on a Thursday and I wish a space be reserved, I enclose the £12.00 payment for the party