

Newsletter September 2014



Welcome back to "Little Hands" after the summer break. I hope that you had an enjoyable holiday.

We would also like to welcome our new children and their families to "Little Hands".

Staff changes

We say goodbye to Lauren, and Lynne who are leaving us to further their career in the education sector. We say goodbye to Tina who will be leaving us at the end of this half term and Kirsty. We wish them well in all they do.

We welcome back Sue from maternity leave also joining us is Claire from our Newton Little hands nursery and Amy from university.

Nursery changes

At the end of the summer term many changes were starting to take place within the nursery.

Staff deployment

Some feedback and comments from parents over the last year have been reflected upon and some changes have been put in place. New staff boards will appear outside the rooms your child is currently in, advising you of the staff working in the room that day. Continuity of the staff for the children is important, however, it is also necessary for the children to get to know all the staff so occasionally staff will move around.

The bumblebee room

The success and demand for places in the bumblebee room has prompted us to make some changes to our room layouts. Refurbishment of a larger room was due to take place over the summer holidays but due to some delays it will take place very soon. This new room will enable us to give the very young children more space to roam and explore. The existing bumblebee room will then become an intermediary room, allowing the older toddlers opportunities to progress further in their development. These changes are still very much in the early stages, and welcome any comments and suggestions you may have. I would also like to thank the parents giving feedback recently it has been very valuable.

The Ladybird room.

Sally and Rachel have now been promoted to room leader. They will take on this role as a job share. They will be joined in the room by Amy who has recently started working with us.

Sharing Activity sheets

These sheets will be available in each of the rooms, they will highlight the themes/topics, songs and activities your child will be involved in. They will also contain suggestions that you may wish explore with your child. Many of the themes and topics chosen are your children's choices and therefore these sheets will be available from the beginning of each half term for you to take away. They will also be posted on our website for you to access and displayed in the foyer.

Key worker

Some of our children may have been allocated a new key worker either because the children or staff have changed their days or moved rooms. Please speak to Anne or Hannah if you have any concerns.

Holiday Club

The holiday club will run for 5 full days from 8.30-4.30pm. As usual, all siblings over 2 years and under 8 years of age are welcome to join us during the holiday club.

During holiday club we plan sessions using the Early Years Foundation Stage (EYFS) as guidance. We have flexible planning so that we can work with the children's current interests. If you have any ideas which we could use please let us know.

The fees must be paid for in full by Friday the 24th October as a late penalty of £20.00 will be added. The fees are £6.10 per hour. It will be the manager's discretion to decide whether the sessions booked are viable. If you require any information about holiday club, please speak to Anne or Hannah. A booking form is available at the bottom of this newsletter; forms will also be available in the foyer. Please complete and return as soon possible as we cannot guarantee places.

Collection of children

We are very busy this term and do rely on you to pick your child up on time. We ask that you be in the foyer or ready to come in when the doors are opened at the set collection times. The doors will be opened at 12, 1pm, 3pm, 4pm and 4.30. It is not necessary to ring the bell as this has proven to unsettle other children staying longer. However, if you need to collect your child earlier than the set times please speak to Anne or Hannah who will be happy to discuss arrangements with you. Repeated late collections of children can be very distressing for the child and make organisation of the staff very difficult. If a child is repeatedly collected late a fee of **£10.00 per 15 minutes** will be charged.

Make up sessions

There is no refund of fees for sessions missed because of holidays taken in term time, or sickness; however, we do try to make up session lost because of sickness whenever possible. Make up sessions can only be taken if there is a vacant fully staffed session available and must be taken in the half term that the missed session occurred. This sometimes means that it is not possible to make up all the sessions missed. Please

remember that make sessions should not be booked until your child is sufficiently recovered to manage their usual week.

Weather/Clothing

It is advisable to apply sun cream to your child **before** bringing them to nursery. Cancer Research UK recommends factor 15 or higher. If your child attends nursery for four hours or less it will not be necessary for the sun cream to be reapplied at nursery. If your child attends a full day please send in a named bottle of sun cream to nursery and we will reapply. You are requested to sign a permission slip to allow us to reapply the cream. We also ask that your child attends with a **named** sun hat.

As the weather is so changeable we request that your child also is prepared for the wet weather for example **named** wellington boots and a raincoat.

Please also ensure your child has a spare set of **named** clothes as we like to provide numerous messy activities for the children and we do go out in all weathers.

Contact numbers

Please remember to update your child's contact numbers whenever they change. This is very important if your child becomes poorly and the staff are trying to contact you.

Photographer

The photographer will be at nursery on the month 13th and 15th of October. He will be taking individual photographs of the children in time for Christmas. If your child does not attend on the days arranged please bring them along and if you would like siblings in the photo please bring them along too. A notice and list will go up in the foyer please place your child's name on the list if you require their photo to be taken or fill in the slip at the end of the newsletter.

Term Dates

Autumn Term: The Autumn term starts on the Monday the 8th September 2014.
Monday 8th September - Friday 24th October
Half Term 27th October - Friday 31st October
Monday 3rd November - Friday 19th December

Spring Term
Monday 5th January 2015 - Friday 13th February
Half Term 16th February - Friday 20th February
Monday 23rd February to Friday 27th March

Summer Term
Monday 13th April - Friday 22 May
Half term Holiday club 25th May - 29th May
Monday 1st June to Monday 20th July
Summer Holiday club will open from the 21st July.

Thank You
Anne

Please sign and cut of the relevant sections

Holiday Club

I would like to book the following sessions:

My child/children's name.....

Monday 27 th October	8.30- 9.00am	9.00-10.00am	10.00-12am	12-1pm	1-3pm	3-4pm	4-4.30pm
Tuesday 28 th October	8.30- 9.00am	9.00-10.00am	10.00-12am	12-1pm	1-3pm	3-4pm	4-4.30pm
Wednesday 29 th October	8.30- 9.00am	9.00-10.00am	10.00-12am	12-1pm	1-3pm	3-4pm	4-4.30pm
Thursday 30 th October	8.30- 9.00am	9.00-10.00am	10.00-12am	12-1pm	1-3pm	3-4pm	4-4.30pm
Friday 31 st October	8.30- 9.00am	9.00-10.00am	10.00-12am	12-1pm	1-3pm	3-4pm	4-4.30pm

Photographs

Childs name.....

I would like my child to have their individual photograph taken on Monday 13th or Wednesday 15th. Please circle.

My child does not attend one of those days but would like the opportunity of being photographed on Monday 13th or Wednesday 15th. Please circle. (Time will be confirmed)

I would like my sibling.....to be included in the photo.
