



Dear Parents,

As always we would like to start this newsletter by welcoming all of our new children and their families to the Pumpkin Patch Nursery School. We are extremely pleased with how well the children have settled in.

### **Staff**

Our staff team has grown once more and we have welcomed some new members to our team in recent months. Katie Dore joined the Snack-a-Jacks room in the Autumn term. She is an experienced member of staff who has worked within the nursery environment for several years. Katie holds a BA Honours Degree in Early Childhood and Education.

Jody Rowland has also joined our team and is working in the Little Pumpkins room as our Level three apprentice. We are very pleased to have her on our team.

Sarah Birtwistle is our new staff member in the Baby boo's. Sarah holds a Level three qualification and has had lots of experience working with young children in a variety of settings.

Katie Wilson has also joined our team and is working in the after

school club. Katie has been involved with the nursery for over a year. She has been on her long term placements with us whilst completing her Level three qualification.

### **Arrival and Collection**

Recently there have been a number of children being collected later than their session time has finished. Whilst we understand that being late is sometimes unavoidable it is important that you are here at least ten to fifteen minutes before the end of your child's session. This ensures messages can be passed on without rushing and the staff have the opportunity to speak to each parent as they collect their child. We would like to remind all parents that there is a policy on late collections and that they will be fined for persistent lateness at a rate of ten pounds for up to every fifteen minutes. These fines are applicable to **ALL** sessions (mornings, afternoons and full days). Children who have an agreed collection time **MUST** be picked up by that time due to staffing and ratios. Further to this children who have an agreed drop off time may not be dropped off before that time. This is also due to staffing and

ratios. Please ensure that any other relatives who collect your children are fully aware of this.

Please be mindful that some of our staff live as far as Bolton and Rochdale and therefore have a distance to travel on public transport. If you have an idea you may run late please phone the nursery to make us aware of the situation.

### **Medication and Illness**

Please can all parents ensure their child has either a labelled bottle or sachets of calpol in their bags. We are able to administer calpol but only if it is provided. If your child should need some and they do not have any in their bag then you will be contacted to drop some off. If your child is prescribed antibiotics then they will not be allowed to attend nursery until they have been on them for 48 hours. This is stated in the nursery illnesses and exclusion periods policy you received upon starting. If your child has had any medication before attending nursery then please inform a member of staff so this can be recorded.

### Fees

We would like to remind parents that your fees must be paid as agreed in your contracts on a weekly/monthly basis. If fees are not paid then your place may be suspended. There is a system in place where a late payment fee is applied for missed payments.

### Lunch Money

After half term Julia-Anna and Paige will be collecting the lunch money from the Children in their rooms. Please ensure this is handed in at the beginning of the week.

### Term Dates for Funded Places

#### February Holiday

**Break Up: 17/02/17**

**Reopen: 27/02/17**

#### Easter Holiday

**Break Up: 31/03/17**

**Reopen: 18/04/17**

#### Spring Half Term

**Break Up: 26/05/17**

**Reopen: 06/06/17**

### Pushchairs and Prams

As you may have noticed, there are a large number of pushchairs, prams, bikes and scooters being left at nursery. We are becoming busier and our numbers of children are growing. We would appreciate it if these items were only left at nursery if there is no other alternative. As we are about to enter into the spring months we would like to ask all parents leaving prams to place them in the pram park outside with the rain covers up. The sheer number of prams, scooters and bikes are a fire hazard and therefore they need to be moved. Parents must keep in mind that they are parked there at their own risk.

### Upcoming Events

**2nd March 2017: World book day.** Children are invited to join the staff and dress up as their favourite book character for the day.

**27th—31st March: Easter bonnet competition.** All children are invited to decorate an Easter bonnet and enter it into our competition. This will be judged by a member of staff from Chesham primary school.

**25th April: Incredible Eggs.** As part of our Spring and New life topic we will be taking a very special delivery. An incubator and six duck eggs will be in the

hallway near the fish tank. The children will have the opportunity to watch the ducklings hatch out of their eggs. We are extremely looking forward to this!



### Parents Evening

We will be holding the next parents evening on Monday 24th April. Parents will have the opportunity to meet with their child's keyworker and look through their learning journeys. Please book in an appointment with your child's keyworker. If you are unable to attend on this date then there may be chance to meet with them throughout the week when dropping off or collecting your child.

### 30 Hours Free Childcare

We have recently found ourselves being asked more and more about the governments new 30 free hours initiative. Children become entitled to it from the term after their third birthday. However, there are certain criteria for parents to meet in order to receive the full 30 hours. This criteria is as follows:

\* Both parents must work over 15 hours per week in order to receive the funding.

\* There is an income threshold, this is a joint income of no more than £100 000 per year.

\* If you are a single working parent who works over 15 hours then you will still be eligible for the full 30 hours.

\* Anybody who does not meet this criteria will still be entitled to the 15 hours free that is currently in place.

When we find out more information on the 30 hours we will inform parents.

### Ofsted

This is the first termly newsletter we have sent out since our inspection in November. We would like to say how proud we are of all of our staff and their continued hard work. If any of our parents would like a copy of the Ofsted report then please ask Laura.



### Stay and Play Sessions

We are looking at holding some stay and play sessions for the Baby Bear's, Snack-a-Jacks and Little Pumpkins Parents. These sessions will be an important aspect of nursery life. Family involvement has a big impact on children's learning. It will also enable parents to see the work the staff do with their children and the variety of activities provided.



### Transition Process

After the February half term break we are going to begin the process of moving our older babies up into the baby bear's room. They will be moving with the support of their current keyworker and will be visiting the room in small groups. This will happen over a period of a few weeks and will continue until they are completely comfortable and settled. Your child's keyworker will keep you informed of their progress throughout this period.

Our older children in the Baby bears room will in turn begin their transition to Snack-a-Jack's and will follow the same process as the babies. We are sure that all of our children will be happy in their new rooms.

### Contact Details

Please could all parents ensure that their contact details are kept up to date. This information is vital to the nursery in case of an emergency. It is also important that you inform us of a change of address as we will need this to process 2 /3/4 year old funding.

Thank you

From

Suzanne, Laura and the Team

