

Nursery Newsletter Autumn Term 2014

New Staff

We would like to welcome Louise Aird - Lunchtime Assistant and Alex Goodwin- Nursery Apprentice to our team.

Holiday Forms

If you are planning to take your child on any exciting adventures, it would be helpful if you could fill out a holiday booking form or send in a note, to help us maintain our staffing levels throughout the year.

Breakfast Club

The nursery is open from 7.30am - 8.00am for a breakfast Club currently held in the Baby Nursery Department. The cost of this is £3.00 per morning, this includes breakfast. If you wish to book in for the occasional morning this may be done with at least a week's notice to the nursery office.

Dropping off and Collecting Children

It is really important that you **drop off and collect your child at the times you have booked in**. We have recently had a few parents consistently bringing children early and collecting them late, this effects the staff ratio's meaning staff must stay behind.

**Late pick up charges are £5.50 per hour before 6pm
£10.00 per 15 minutes after 6pm**

Safeguarding Children

It is really important that you let us know if someone different e.g. Grandparents are collecting your child. We will NOT let them go until we have confirmation from you. If you wish to fill out a permission slip for Grandparents/friends to pick up without prior notice, please ask a Nursery Supervisor. Please also ensure that you ask them not to park in the school grounds. A copy of the form is attached.

Contact Numbers

Please can you make sure that you keep your contact numbers up to date in case of emergencies.

Illness

If your child is unwell please keep them at home to prevent the spread of infection and so they can have one to one care.

Allergies/intolerances

Please ensure that you give written permission to staff if your child's dietary needs change.

Car parking

There are still a few parents that seem to ignore this request. **PLEASE DO NOT PARK ON THE SCHOOL GROUNDS.**

Learning Journeys

We would like to ask parents to contribute to their child's new learning journeys by sharing their learning experiences from home, this can be with photographs or one of the observation sheets available at nursery and this will help your child's key worker to enhance their development.

Office Hours

If you wish to change hours or do any extra hours, please do this through the Nursery office. Clare Thomas is available from 9 - 6 on Mondays and 9 - 3 Tuesday to Friday. Please feel free to email Clare - nursery@ramillieshall.co.uk

Fees

Please can we remind parents that fees must be paid in advance at the beginning of the month/term.

Nursery Questionnaire

I have attached a copy of our Nursery questionnaire and would ask you to take the time to complete this, as it helps with our continuous development plans.

Dates for your Diaries

Friday 14th November - Children in need day - Bring your child, if they attend on that day, in their pyjamas for a fun day of activities, including a cake sale.

Wednesday 19th November - Tempest Photography will be coming at 9.00am to take individual/family photographs. You will get a sample copy of the print on the day for you to order from.

If your child is not in on that day and you wish them to have their photograph taken please make an appointment with the Nursery staff.

Wednesday 10th December - Pre-school and Early Years Christmas Party. All the children in those departments are welcome at 1.15pm - 3.00pm. Children should be collected from their department.

Friday 19th December - Termly children finish

Tuesday 23rd December - All children finish. Nursery closes at 6pm

Friday 2nd January - Nursery re-opens

Monday 5th January - Termly children return

Holiday booking form

To help maintain our excellent staffing levels throughout the year, please could you inform us when your child will not be attending.

Name of child _____

My child will be on holiday as follows;

Date of first normal session missed; _____

Date of last normal session missed; _____

Signed _____ parent/ Guardian

Permission slips

Name of
Child _____

I give permission for _____ to pick
my child up today.

Signed: _____ Parent/Guardian

Date: _____

Security password: _____. This password and
permission slip is valid for today only.

Name of
Child _____

I give permission for _____ to pick
my child up without prior notice. I have sent in a photograph.

Signed: _____ Parent/Guardian

Date: _____

Ramillies Hall Nursery Questionnaire

Please take the time to answer this questionnaire. It will help us maintain the good quality of our service and help with any future developments. **Please return to Clare Thomas.** Thank you

	Outstanding	Good	Satisfactory	Inadequate
How would you describe the care your child receives?				
How would you describe the activities on offer?				
How would you describe your child's progress?				
How would you describe the way you are kept informed of your child's progress i.e. informal chats, reports etc.?				
How would you describe the facilities and resources available to you and your child?				
Any comments-				

Are you happy with the provision for food and drinks?
Are you familiar with your Childs key worker?
What do you particularly like about nursery?
Are there any aspects of nursery you feel could be improved?
If you wish, please write a short testimonial below that we could use to show prospective Parents.

Questionnaire for children

Please help your child complete this or add your thoughts.

What do you enjoy doing most at nursery and what is it about this that makes you enjoy it?

Do you help the grownups in deciding what you do?

Is there anything you would like to do that you can't do at nursery - indoors and outdoors?

What things do you like to play with in the playground?

Do you like the food at nursery?

What do you like best and what do you like least?

Any comments you would like to make