

Staffing Roles

We have made some changes to our management team.

- Linda is still the Owner/Manager of the setting and has the overall say to what is happening in the setting.
- Zoe has now changed to our Business Manager, if you have any queries regarding invoices/fees, contracts, funding, changes to days/hours etc then you would speak with Zoe.
- Chrissie is now the Deputy Manager; she is also our SENCO and Lead Practitioner for Safeguarding.

Uniform

We are currently updating our children's uniform and will shortly have new uniform available for the children. We will have children's tops, jumpers, and hoodies available from age 1, we will also have backpacks available. Once we have received the samples, we will be sharing the uniform with you. If you would like to order uniform, we will have a date that orders and payment will have to be received by before we can place orders.

No Nut Setting

We have recently had a few children bring in nut products in their lunch boxes including Nutella in sandwiches. Just a reminder that we are a NO NUT setting and have children and staff in the setting that have nut allergies, if your child comes in with nut products these will not be given to your child and will be returned to you.

Christmas art

The children are busy designing their Christmas art again this year. We are using the same company as last year, once these have been created and we have the login information for you to order we will send out the information. You will then be able to order items such as cards, mugs, keyrings etc with your children's artwork on if you wish to do so.

Disco

Thank you to all of you who attended the Halloween disco, we had a lovely evening with you all! It was lovely to see everyone dressed up and having lots of fun. The disco raised £136 that will be used to provide more fun and creative activities and resources for the children.

Illnesses/Medicines

We are approaching the time of year when unfortunately childhood illnesses are prominent, and children's immune systems are still being developed. Our team are ensuring the setting is clean and doing everything they can to stop illnesses spreading however this is not easy. If your child is not well enough to be in the setting, then they should be at home.

As stated in our Managing Children who are Sick, Infectious or with Allergies Policy, children should be kept at home;

- For 48hrs after the last bout of sickness and diarrhoea
- For 24hrs after a temperature has returned to normal
- For 24 hrs after a vaccine/jab/nasal spray
- For 48hrs if they have been prescribed medication for an infectious illness
- Until they have had at least 3 doses of antibiotics

Jabs and Vaccines

Just a reminder that if your child has had a vaccination (including 1 year jabs, preschool jabs, MMR, nasal spray, or flu jabs) they should be kept at home for 24 hours afterwards (as detailed in our Administering Medicine Policy), in case of a reaction to the vaccination. We would appreciate if parents can please keep us informed of any days those vaccinations are happening so we can ensure we are adhering to this policy.

Allergies/Medical

- If your child has been given a medicine or diagnosed with any medical condition such as Asthma, we will require you to complete a Medical Care Plan, we can also only give medicines if they are prescribed and have the child's name on the label of the medicine and are in the original packaging.
- If your child has any allergies or they had any allergies that they have grown out of please let us know so their care plan can be updated.

Indoor Shoes

We have recently decided that only our baby room (Kittens) is benefitting from being a no-shoe zone, so have taken the decision to allow the children to keep their shoes on in the other rooms, if they would like to. If you are happy for your child to do this, we will return any indoor shoes we currently have. All we would ask is that if your child arrives in wellies, or muddy shoes, that you send in a clean pair of shoes for them to change into, so they are not spending the day in wet/muddy shoes.

Changes to days/hours

If you require any extra hours for your child when they are in or your child is not going to be in for any reason, requests for meals or changes in days/hours please can you let the office know rather than telling the rooms. We staff the rooms based on the child's days and times and any changes may affect this and must be approved by Linda, Zoe, or Chrissie before they can come into effect.

We also have parents requesting for their child to do extra sessions, and by you telling us that your child is not going to be in allows us to offer an extra session to someone that may need it.

Start/Finish Times

We have had a lot of children being dropped off before their start times and being picked up after their finish times. We staff the rooms based on the number of children due in and staff start and finish at set times. Unfortunately, if you do turn up early to drop off your children, we may be unable to take them into the building until they are due to start if staff are not yet in.

If you need to drop off early or are running late to collect, please message the work phone to check that this is okay to do so. Extra charges are being applied to invoices for the times outside of contracted hours.

Pre-existing accidents

We have a duty of care to all the children in our setting and as part of that we are required to record any pre-existing accidents. These are accidents that have happened at home or out and about before they come into nursery. If your child has had any accidents that have resulted in an injury then please let us know when you drop them off so the staff member can record this on Baby's Days as a pre-existing injury.

Tax-Free Childcare

Just a reminder that we accept Tax-Free Childcare, and you may be able to pay for your childcare using it. If you're a working parent, you can get up to £500 every three months (up to £2000 a year per child) to help with the costs of childcare. For every £8 you pay into your childcare account, the government will pay in £2. You can then use the money to pay for your childcare. To check how much, you could get towards your childcare costs and check whether you're eligible please visit the following website: www.gov.uk/apply-for-tax-free-childcare

Dates for the diary:

- **Friday 18th November 2022 - Children in Need** – Children can come in wearing spotty clothes or pyjamas.
- **Christmas Break 2022/23** – Children finish on Tuesday 20th December 2022 – returning on Wednesday 4th January 2023. Funded/Term Time children finish on Friday 16th December 2022 and return on Monday 9th January 2023.

REMINDER!

Please can you remember that we are a **NO PEANUTS AND NO NUTS building! This includes Almonds, Hazelnuts, Walnuts and Coconut, as well as products such as Nutella, certain types of Chocolate Spread and different types of Milk!**