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Newsletter January 2017

Dear Parents/Carers

HAPPY NEW YEAR!!!!

Welcome back, we hope you all had a lovely Christmas and a relaxing break. All the staff at Pre-School would like to say a very big thank you for all the kind presents and chocolate that were brought in before Christmas, the staff loved all their gifts and really appreciate the kindness and thought.

Firstly, I would like to apologise if we caused any panic on Tuesday regarding the heating. The staff were in for a training day and returned to an extremely cold Pre-school, thankfully the crisis was averted and all was well.

Staff Updates

Kerry started with us on the 5th December and has settled in really well, she works on a **Monday, Wednesday and Thursday** and has now been allocated key children. If your child's key worker has changed you will receive a slip from Pre-School within the next week. We are also currently recruiting for another part-time member of staff as Pre-School numbers are growing and keeping our ratios high whilst also allowing for staff sickness is extremely important to us and our ethos. We will inform you when we have found the right candidate.

Claire completed her designated person child protection training, so alongside myself and Helen, she is now our allocated **child protection designated person**. If you have any concerns about a child and want advice or to make a referral you can call 0345 045 5203 weekdays and out of hours or weekends 01733 234 724. Or if you have any concerns or allegations against an adult please follow the allegation against an adult in the setting flowchart which is a green and yellow flowchart located in the hallway on the notice board.

Julie attended a creativity in the early years course which she has now fed back to all practitioners at Pre-School and is putting many new things into place which both the children and staff are finding very exciting. If you have any **old pots, pans, wooden or metal spoons, whisks** etc we would be very grateful for any donations to allow us to build up our instruments on the fence outside.

Claire and I completed five to thrive training which we found extremely interesting and will be doing a display in the hallway for parents to read. We also attended our SENCO training (special educational needs co-ordinator) and learnt many new techniques and the correct routes to go if we identify a child with emerging needs. If you have any concerns about your child's development please do not hesitate to speak to one of us.

Spring Term

As the new term starts we will be looking into the **theme of winter**, we will be exploring what happens to water outside when it's cold, winter walks, snowflake matching patterns, exploring winter words, ice painting, cooking winter warmers, counting and weighing out ingredients, mark making in snow dough and practicing putting on our own winter clothing exploring zips and buttons. If you have anything at home that would fit into our winter theme we would love for you to bring it in and share it with us.

Mobile Phones

Please can I remind parents that Pre-School is a **mobile phone free zone** - we ask for all mobiles to be stored away when dropping off or collecting your children. If you need to take an urgent call please step outside of the building to answer. Staff will be very vigilant with this and will be reminding you of the policy if parents are seen with their phones on show. Staff mobiles are locked away in the office at the start of their shift and are not collected until the end of their shift.

Termly Reports

We would like to thank everybody for the kind comments we got back regarding the termly reports we completed on each child last term, not only were the staff getting to grips with the new routine and setting but getting to know the children and parents in the short space of time before producing the reports. I hope you agree they did a great job and hopefully reflected your child's personality, development and interests. We appreciated the comments we received back and many helped us get to know the children even better aiding joint learning between home and setting.

Open Evening

During the second week of February (date to be confirmed) we will holding a parents open evening, this will be an event where you can come in and see what the children experience during their day. You will be able to see what activities they take part in and where they fit into the early year's curriculum. You will also get a chance to look at your child's folder with their observations and next steps.

Children's birthdays

I am pleased to say we would very much like to celebrate your child's birthday with them and make it a special day for them and to celebrate with their friends. Therefore, we are more than happy to accept in birthday cakes with the full ingredient list to sing happy birthday and share out with the friends at snack time. :)

Reminders

Please can I remind parents to start exiting Pre-School in the mornings via the quiet room, with Pre-school numbers increasing we are finding the hallway is getting rather blocked up of a morning.

As the weather is getting increasingly colder please can we remind parents to pack children suitable hats, scarfs, gloves and waterproofs for outside play. We are now a free flow setting which means the children can access the garden at all times should they wish to. These items need to be clearly named – Pre-School will not take any responsibility for lost items of unnamed clothing.

Children's pegs

I am currently in the process of replacing the children's peg and draw names now we have a working computer (hooray)! Although the old names and pictures are very lovely we are finding that some of the children are merely looking for their picture (flower, cake, tractor etc) rather than recognising their names. We will simply be placing the child's name alongside a photo of them to start with and when the children are then confident with name recognition they get the opportunity to take away their photo leaving just their name.

List of staff and their roles

Ellie - Manager, Key Person, Child Protection Designated Person, Special Educational Needs Co-ordinator, Health and Safety officer, Parent Partnership Co-ordinator and Paediatric first aider

Claire - Acting Deputy, Key Person, Child Protection Designated Person, Special Educational Needs Co-ordinator, Paediatric first aider

Helen – Pre-School Practitioner, Key Person, Child Protection Designated Person, Paediatric first aider

Julie – Pre-school Assistant, Paediatric first aider

Kerry – Pre-School Practitioner, Key Person, Paediatric first aider

Rebecca – Administrator & Assistant Treasurer

Many thanks and we look forward to a fun filled Spring term.

Ellie Smyth-Parker
Pre-School Manager