

Autumn 2nd Term

Newsletter.

Welcome back to Nursery hope you have all had a lovely Pumpkiny half term!

We are all still enjoying the sunshine although the weather is certainly now beginning to fell like winter!

Themes

We have been asking the children in the nursery what things they like doing and they have come up with some lovely ideas about our themes this term, please pick up a sharing sheet from the foyer to see what each room is doing.

Butterfly Room

The Butterfly room have been really enjoying the new way the room is set out. We have seen some lovely skills developing among the children. The self service snack area has been a really big hit with all the children and they LOVE being able to use the toaster and cut up their own snack! We even have a chorus of “me, me” when we ask for washing up volunteers!!

Ladybird and Bumble Bee Room

Erika, Jacey and all the ladies who work in the baby rooms have been out for walks this last half term and looking at all the changes happening outside. They little ones have been enjoying the lovely new home corner that Jade put together and whenever I go in there is always a couple of children learning new skills in there while playing.

I am spending some time each week working on both sides of the nursery as I was missing out on all the fun in the office! If you are trying to get hold of me Tuesdays and Thursdays I will be in numbers but if you leave me a message I will get back to you.

Illness

Our policy for the dreaded sickness and diarrhoea bug is 48 hours away from Nursery. Please don't bring your child into nursery until they have had 48 hours since their last bout, we have had a real run of it last term with children and staff and we would like to try to keep it at bay as much as we can. I really

appreciate your support in this as I know how difficult this can be especially as normally after 24 hours they are bouncing around looking fine!!

For all other illnesses we follow the latest guidelines from NHS Direct which does change from time to time so if you are worried about whether to bring your child in then please do check the website. **If you have had to give your child any medication to help them get through the day ie Calpol then we would ask you to not bring them in that day.**

E-mail address

Our e-mail address is lh-melbourn@btconnect.com and lhmelbourn1@gmail.com if you would like to contact us in this way. Please note that the emails are not always checked if we are busy so if your query is urgent then please phone us instead.

PAYMENT OF FEES

The invoices for the fees always go out 2 WEEKS before the end of term. If you haven't received one please ask the Room Leaders.

Little Hands preferred payment methods are direct bank payments or Childcare vouchers. Payments should be made within 2 weeks of the invoice date or a late pay fee of £20 will be added. Alternative payment arrangements (cheque or cash) or timings may be possible please speak to the nursery manager in advance

Direct Bank Payments

Fees can be paid directly into the nursery bank account either at a bank/post office or via Internet banking. The nursery bank details are:

Bank: HSBC
Sort Code: 401659
Account Number: 60037524

The payment should be referenced with your child's name and written notification emailed to Jane Marshall little.hands@icloud.com stating your child's name, payment amount and date payment has been made; this is essential to prevent payments being mistakenly attributed to the wrong family. If email is not an option the written notification can be given as a note/letter to the nursery manager.

Weather and clothes

Please make sure that you bring in a change of clothes as it gets very muddy in our garden.

As the starts to get colder and wetter we ask that the children please have the appropriate outside gear, coats, hats, wellies. If you have waterproofs these

are great as they keep the children so much drier while they are playing. The outside door is almost always open so it is essential too that the children have warm clothes on in Nursery we prefer layers as we can always peel off a layer if they get too warm. PLEASE MAKE SURE EVERYTHING IS LABELLED FROM CLOTHES TO PACKED LUNCH BOXES!! The children quite often have the identical things to each other and if you label things they won't get lost!

Collection of children

Please note that our pick up times are **12, 1.00, 3.00, 4.00 and 4.30** if you come at any other time then please be patient if we don't open the door straight away, we are often in numbers with the children and can't leave to open the door until we have made sure the children are safe, if you can stick to our pick up times (or as close as possible) it would be greatly appreciated.

Our opening hours are 8.30 am until 4.30 pm, please make sure you are here to pick up your child by 4.30 or let us know as soon as you can if you are going to be a few minutes late so we can prepare your child that you will be a few minutes late picking up.

I know the pick up time can be tricky for lots of you but please remember we actually close at 4.30 and we need the children picked up and off the premises as close to that as possible, we then have to tidy up and get set up for the next day. Lots of us also have to go and pick up our own children and we often end up being late for them.

As our policy states we will charge a late fee for parents that are late picking upon a regular basis.