

## Newsletter Summer Term 2017



Welcome back to a new and very busy term. We would like to welcome all our existing and new families to Little Hands. I hope you all had a lovely Easter and found many eggs from the Easter Bunny.....

### Goodbye to Anne

We are all going to miss Anne tremendously and we hope you can pop in and say goodbye over the coming term. Anne has been the face of Little Hands Nursery now for so many years and has made so many families feel loved and looked after that we know she will be missed. We will still be keeping in touch and I'm sure she'll pop back in from time to time (to check up on us!!)



### Weather/spare clothes

As the weather is changing so rapidly please ensure that you cater for all weathers. Hot sunny weather; please ensure your child has named sun cream and a sun hat. Please ensure your child has a hat, warm coat and a pair of **named** wellie boots for the wet and wintery weather. If you could also ensure your child has a spare change of clothing in their bag, in the event they need changing as a result of messy activities.



### Illness

Please remember if your child has a bout of sickness or diarrhoea they may only return to nursery after 48 hours clear from the last episode.

Please note that non prescribed medicine including Calpol, Paracetamol, Asprin cold and cough remedies and other similar medicines which reduce pain and high temperatures in children are not to be given at nursery unless prescribed for a long term medical needs. If a child is still requiring this type of medication to help them over a short term illness then nursery will presume the child is not yet well enough to return to nursery.

### Absent from nursery

If your child is absent from nursery for sickness or holiday etc. Please can I ask that you call and let the nursery know and give your reason for absence?



## **Fee's**

All fees are due 2 weeks after the invoice date please pay promptly to avoid late payment charges, unless approved arrangements have been made with the manager (Anne). If you are paying by childcare vouchers please ensure that they are paid regularly as agreed to avoid charges.

Little Hands Bank account details are as follows:-

HSBC

Sort code 40-16-59

Account number 60037524.

Little Hands registration code with Ofsted if you need it is EY485624

Edenred Registration code P371826

## **Sharing Activities sheets**

These sheets will be available in the foyer, they will highlight the themes/topics, songs and activities your child will be involved in. They also contain suggestions that you may wish to explore with your child. Many of the themes and topics chosen, are your children's choices and therefore these sheets will be available from the beginning of each half term for you to take away. They will also be posted on the website for you to access. Please do feel free to take one.

## **Key worker**

Some of our children may have been allocated a new key worker either because the children or staff have changed their days or moved rooms. The key worker is responsible for overseeing the welfare and education of your child whilst at nursery. The room leaders currently have the new lists and will be happy to advise you of your new child's keyworker. If the keyworker is unavailable or off sick the room leader is responsible for ensuring your child is happy. Whilst we endeavour to speak to each parent/ carer at the end of each session, it is not always possible especially at busy times, particularly at lunch times as staff are supervising the children with lunches, however we will do our utmost to be available.

## **Make up sessions**

There is no refund of fees for sessions missed because of holidays taken in term time, or sickness; however, we do try to make up session lost because of sickness whenever possible. Make up sessions can only be taken if there is a vacant fully staffed session available and must be taken in the half term that the missed session occurred. This sometimes means that it is not possible to make up all the sessions missed. Please remember that make up sessions should not be booked until your child is sufficiently recovered to manage their usual week. Because of our high children's numbers this is becoming extremely to facilitate. Unfortunately we are unable to make up funded sessions.

### **30 Hours funded Childcare.**

The new entitlement for 30 hours funded childcare starts in September 2017. In order to access the funded childcare, families will have to apply to the HMRC to check whether they are eligible or not. If they are eligible then HMRC will issue them with a code which we will require you to bring in. Some parents may have already had a letter inviting them to reply. The website for you to make an application for the 30 hours free childcare is [www.childcarechoices.gov.uk/](http://www.childcarechoices.gov.uk/). The process should only take about 20 minutes online. Further information will follow when we receive it from local government.

#### Term dates

Summer term 2017

Tuesday 18<sup>th</sup> April - 26<sup>th</sup> May (1<sup>st</sup> may bank Holiday - Closed)

29<sup>th</sup> May to 2<sup>nd</sup> June Half term

5<sup>th</sup> June to 21<sup>st</sup> July

Summer Holiday Club to run from 24<sup>th</sup> July. Booking forms to be available shortly.

#### Dates to remember

Parents Evening - 29<sup>th</sup> June - Start 6.30 - more details and booking arrangement's to follow.

Thank you

Sharon

Deputy Manager