



# Hornden Nursery September 2023 Newsletter



## A warm welcome

We would like to say a warm welcome to all of the children and families at the beginning of our new nursery year. We hope that you have enjoyed the summer break. We are pleased to say that, although its only early days, the children are settling really well and we would like to thank parents and families for the support and time that you have given to us.



## Communication with families

Across the year, the children will be involved in lots of lovely experiences and events. We aim to share as many of these with you through our **newsletters**, **website** and **Hornden Nursery Facebook page**. If you have a Facebook account, please follow us.



### **Class Dojo**

We use a system called Class Dojo to communicate messages and letters to parents. Parents should have received an invitation, along with a code to register new children and to enable children already on the system to move to their new groups. Please ensure that you do this as quickly as you can in order that you don't miss any messages.

### **Learning Journals**

We use an online system to support sharing children's progress with parents. This includes sharing some photographs, short observations and updates. The system is called Learning Journals. New families who are not signed up to this will receive a letter and consent form to sign up to this system.

Once you have consented, you will receive an email which you will use to set up a username and 4 digit pin. These are the details you will use to access the system. Please look out for this email.

If you already have an account and are unable to log in, please speak to a member of staff.

## Children's groups and Key People

We have 2 nursery rooms within our setting, the Daisies (2 year old room) and the Buttercups (3-4 year old room). Consistent staff work within these rooms, building relationships and supporting children.

Your child has a special Key Person, whose name you will now know. This is the person who will know your child best, ensuring that they feel safe and secure. You can talk to your child's key person at any time, whether this is to pass on information or if you have any questions or concerns.

## Security Passwords

On admission, we ask you for a security password. This password can be used if someone different is picking your child up from nursery. Please let us know if this is going to happen by phoning the office, or by speaking to your child's key person.

It is very important that we keep children safe, therefore we must have the password if we do not recognise the adult who is picking up.

## Keeping Our Children Safe

Our nursery is committed to ensuring that all children are safe and kept from harm – this is called Safeguarding. Safeguarding children is the responsibility of everyone, however we have particular people who are Designated Safeguarding Leads in our nursery.

Our Safeguarding Leads are **Natalie Parkinson**, the Headteacher, and **Lindsey Johnson**, the Deputy Headteacher. We also have a Governor who supports us in this role called **Jane Long**.

If you are concerned about the safety or welfare of any child, you are able to speak to Natalie or Lindsey at any time. We have a Child Protection Policy on our school website that contains lots of information and parents are very welcome to read it.

## Macmillan Cake Sale

On Friday 6th October we will be holding a Macmillan Cake Sale. If you would like to buy some cakes, please send in a donation of £1 on the day and your child will be able to bring their cakes home. Any remaining cakes will be sold at the end of the day at pick up time.

### **Early Years Foundation Stage and the EYFS Framework**

The 'Early Years Foundation Stage' is how the Government and early years professionals describe the time in your child's life between birth and age 5. It is a really important stage that prepares them for future learning, along with helping them to get ready for school. A child's early years experience should be happy, active exciting, fun and secure.

In Nursery we follow a legal document called the 'Early Years Foundation Stage Framework'. This document sets the standards that we must meet to ensure that all children are kept healthy and safe, while learning, developing and gaining new skills and knowledge. It ensures that children are given the best start in life, to help them to reach their full potential.

We have included an EYFS Parents Guide with this newsletter on the Class Dojo. Please remember if you have any questions you only need to ask. You can also visit the Playing and Learning section of our website for further details.

### **Our Governing Body**

Our nursery has a Governing body who support the Head teacher and staff in managing and developing our school. This group is made up of members of the local community, parents, staff and representatives from the Local Authority.

We currently have some vacancies for Parent Governors and would like to invite any interested family members to speak to Natalie to find out more about the role. Any suggestions, questions or comments from parents can be brought to the Governing body through speaking to Natalie, the Head teacher, or to one of the other Governors. Our Chair of Governors is Jane Long.

### **Names in clothes and other belongings**

Please can you ensure that your child's name is put into **all of their belongings**. It is difficult to locate lost items if they are not labelled. Please ensure that clothing taken by mistake is returned as soon as possible.

### **School Fund**

In order to provide daily snacks for children and to assist with the cost of play dough and baking Ingredients, we ask for a **weekly contribution of £1**.

This can be brought to nursery on your child's first session of the week, or can paid across a half term in one instalment. Please can we ask that this money is brought in an envelope with your child's name on, or if you prefer it can be paid through a bank transfer. **This half term is £7 and the whole term is £14**

**Account number-** 00008812      **Sort code-** 77-29-07

Please add your child's name as the reference, along with SF for school fund.

### **Extended Services and sessions**

For those parents whose children access paid extended services, please can you ensure that fees are paid weekly or monthly. Please speak to the office staff if you have any questions.

**Account number-** 00008812      **Sort code-** 77-29-07

Please add your child's name as the reference.

### **Medical Conditions and Medication in School**

If your child has a medical condition, including allergies, intolerances, asthma or eczema, please speak to a member of staff as we will need to fill in a care plan with you. Please inform us if there are any changes to your child's medical needs throughout the year, including updating us on any appointments with medical professionals. If your child requires medication whilst at nursery, please speak to **Lindsey or Gemma**, as we must fill in consent forms before we can administer it.

### **Family Photos**

Over the next few weeks we will be talking to the children about their families and our nursery family. We hope this will support a sense of belonging. In order to do this, please could you provide us with a family photo so that we can display them in your child's family group room. If you have difficulties in printing them, they can be emailed to nursery.

### **Glass Jars**

Please can we ask parents to donate any glass jars that they have to nursery. This could be jam jars, sauce jars etc. We will be making Diwali lamps with them shortly.

## A few helpful reminders.....



- Morning nursery sessions begin at 8.45am and finish at 11.45am, afternoon sessions begin at 12.30pm and finish at 3.30pm. Full day children attend between 8.45am and 3.30pm, or 8.45am to 2.45pm
- Please ring and let us know as soon as possible if your child is going to be absent
- Inform us if someone different is picking up your child and give them the password
- Complete and return admissions forms and keep us informed if any details change
- Children who attend all day need a healthy packed lunch– please see our Packed Lunch Policy (please add an ice pack as lunches can not be refrigerated)
- Please try to be on time for your child at pick up as they can become distressed and it can often affect staff lunches, breaks or worktime.
- Inform us of any new medical conditions or changes
- School fund is £1 per week. This can be paid weekly or through bank transfer. Please add your child's name as the reference if bank transferring
- Please pay for your care sessions on a weekly, or monthly basis. It is preferred that this is done through bank transfer, including your child's name as the reference.
- Bank details for transfers- **Account number**– 00008812 **Sort code**– 77-29-07
- Please label your child's belongings with their name
- Nappies and wipes need to be provided for children who require them. Spare clothes should be provided for children who are toilet training in case of accidents.
- Sunscreen should be applied before your child attends nursery on warm days. Sunscreen should be provided for full day children, so it can be reapplied.
- If you would like any nursery jumpers, cardigans or coats, please come to the office. These can be paid for by cash or bank transfer. Jumpers £8, Cardigans £9, Coats £20
- Follow our Facebook page, sign up for Class Dojo and Learning Journals and check our website for information
- Remember we are here to help and are always available to talk to you
- Please return updated care plans for children who have medical needs
- Look out for events that we share that are taking place at Horden Family Hub



# Dates for your diary

## SEPTEMBER 2023

Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2	3
4 Staff training day	5 Staff training day	6 Nursery opens	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1

## OCTOBER 2023

Mon	Tue	Wed	Thu	Fri	Sat	Sun
					1	2
2 Autumn walks across the week	3	4	5	6 Macmillan Cake Sale Bring £1 donation for cakes	7	8
9 Autumn walks across the week	10	11	12	13	14	15
16 Autumn walks across the week	17	18	19	20	21	22
23 Autumn walks across the week	24	25	26	27 <b>Nursery Closed for Staff training</b>	28	29
30 <b>Nursery Closed</b> <b>School holiday- Half term</b>	31 <b>Holiday-closed</b>					

# NOVEMBER 2022

Mon	Tue	Wed	Thu	Fri	Sat	Sun
<b>Nursery Closed</b> <b>School holiday- Half term</b>		<b>1</b> <b>Holiday- closed</b>	<b>2</b> <b>Holiday- closed</b>	<b>3</b> <b>Holiday- closed</b>	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# DECEMBER 2022

Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 Christmas Party at the Centennial Center Times to follow	<b>20</b> <b>Nursery Closed</b> <b>Christmas Holiday</b>	<b>21</b> <b>Holiday- closed</b>	<b>22</b> <b>Holiday- closed</b>	23	24
<b>26</b> <b>Holiday- closed</b>	<b>27</b> <b>Holiday- closed</b>	<b>28</b> <b>Holiday- closed</b>	<b>29</b> <b>Holiday- closed</b>	<b>30</b> <b>Holiday- closed</b>	31	