



Parent Newsletter, Spring 2012

Dear Parents

Welcome to our newsletter to keep you updated on events at Caterpillar Day Nursery. Our newsletter is produced regularly and we would welcome suggestions from parents on any subjects you would like to be included.

STAFFING

Debbie Bartlett has been promoted to Third in Charge to support Fiona and Tracy with the management of the nursery. She assumes full responsibility of the nursery in both Fiona and Tracy's (or Lisa's) absence.

Genete Freer has been promoted to Room Leader of the Wiggly Caterpillars Room to support Tracy in her role and assume leadership of the room in Tracy's absence.



DIAMOND JUBILEE

We are planning to hold a "Red, White and Blue Day" on Friday 1st June to celebrate the Queen's Diamond Jubilee, but also to raise money for the Momentum Brain Injury Unit on **Friday 1st June**. Staff and children are welcome to dress up in red, white and/or blue for the day and all we ask is if parents could make a £1 donation please.

Please note that the nursery will be closed on Monday 4th and Tuesday 5th June.

SUN HATS

We are sincerely hoping this warmer spell continues as the children are loving the extra time spent in the garden. Obviously we supply sun cream for your child, which we apply regularly, **but can we please request that parents provide a sun hat for their children.**

NURSERY UNIFORM & BAGS

We do still have children's t-shirts available to order at £3.50 each and nursery bags at £3.85 each. Please speak to Fiona or Tracy if you would like to purchase either of these items. These are now displayed in the parent room for you to view. **We may be able to provide sun hats to purchase if parents would be interested in purchasing these for use at nursery. Please speak to Fiona or Tracy if you would like us to look into this.**

NEF FUNDING

This information is for those children who receive the Nursery Education Funding. Once your child is eligible we will claim the funding on your behalf and apply this to your monthly invoice.

There is no funding during the week commencing 4th June 2012.

Funding for the Summer Term will finish on Friday 13th July and re-start on Thursday 30th August 2012

As funded hours are adapted for each child we ask that parents adhere to the exact time of their funded hours.

CHILDCARE VOUCHERS

Many of our parents currently use childcare vouchers to pay their child's nursery fees and they significantly save money by using this method of payment. If you normally pay your fees by cash, cheque or BACS and would be interested in using childcare vouchers, please speak to Fiona or Tracy for more information.

SCHOOL LEAVERS

It is nearing that sad time when we have to say goodbye to our eldest children as they embark on their new adventure at "Big School." **We are planning a Graduation Party on Friday 20th July.** Further details to follow shortly, but please keep this date free.

Please be reminded that if your child is leaving to start school in September, we still require four week's notice of their last day.

If you would like to book a place at our Out of School Club and haven't already expressed your interest for September please speak to Fiona or Tracy.

Please can we request that Out of School Club registrations forms are returned asap as places are filling up quickly and we want to try and accommodate as many people as we can.



PRAM PARK

Please can we remind parents to use the designated pram park to store their prams and pushchairs. The code is 2,4,6,8.

We have had an increasing amount being stored by the front door which can block the entrance and restrict our fire exit. Obviously we are happy for pushchairs etc to temporarily be placed here whilst parents are dropping off or collecting their child but if they could be removed during the day we would greatly appreciate it.

TOYS & PERSONAL BELONGINGS

Please can parents be aware that we cannot take responsibility for the increasing amount of toys and personal items that children are bringing into nursery. It is lovely that the children wish to share their possessions with their friends and we do our best to ensure they are returned to the child's bag or drawer, but it is always upsetting when on the rare occasion an item goes missing. Please help us to ensure that any items bought into nursery are clearly labelled with your child's name.

SPARE CLOTHES

Please can you ensure that your child has sufficient spare clothes for their session. We do have a small supply of generic spare clothes (and any donations are always welcome) but we are finding it an increasing problem when children get unavoidably messy or have a toileting accident to send them home in appropriate clothing. Please ensure that any clothing you do bring is clearly labelled with your child's name.



ANNUAL PROGRESS REPORTS

The staff team are currently working on your child's progress reports and those children who are in the Wiggly Caterpillar and Butterfly Rooms should be completed within the next six weeks.

IMPROVEMENTS & RENOVATIONS

Keeping the nursery looking bright and attractive is an ongoing process. You will have noticed that we now have new bright orange blinds, which we are sure you all agree have brightened up the nursery.

We have also just purchased a new piece of climbing equipment for the garden which the children are thoroughly enjoying. We plan to purchase another piece of equipment as well as make the "potting shed" into a cosy cottage complete with kitchen and seating for the children to use their imagination.

The parent room was decorated over the Christmas Period and we plan to eventually get each room re-decorated.

Thank you for taking the time to read this newsletter. As always, please feel to approach us anytime should you have any questions or queries.

Kind Regards

Fiona & Lisa xxx