



## Parent Newsletter, February 2013

### 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

We are sure you have had the opportunity to meet Lauren who is replacing Tracy as Deputy Manager. Lauren is settling well into the nursery.

As you will all know Hayley Sharman had a little girl just before Christmas who is called Poppy and Tracy has recently given birth to a little girl named Yasmin. We would like to wish them both well for the rest of their maternity leave.

We would like to announce that Kate Hughes is expecting her second child in June.

We have employed a new member of staff who will be working between the Nursery and Out of School Club. Genessa Guadagnini is with the NVQ 3 qualified and is looking forward to joining the team.

### 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 Lauren if you would like to purchase either of these items. These are now displayed in the parent room for you to view.



### 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 will be no funding during the Easter Holidays. The last day of funding will be Friday 22<sup>nd</sup> March and will start again on Monday 11<sup>th</sup> April 2013**

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 Lauren for more information.

### COMIC RELIEF

We will be planning an event to raise money for Comic Relief, further details will be available shortly

### 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.



### **IMPROVEMENTS & RENOVATIONS**

Keeping the nursery looking bright and attractive is an ongoing process.

We have had a new heater put into the conservatory which will hopefully enable us to use it more in the winter

### **FACEBOOK AND TWITTER**

The nursery now has a Facebook and Twitter page.

We are encouraging parents/carers to like and follow us, in order to keep you up to date with forthcoming events and news.

To follow us on Twitter, search for @caterpillarday. We look forward to reading your Tweets. Our Facebook page allows you to add recommendations and offer positive feedback, so any feedback would be greatly received.

### **QUESTIONNAIRE**

We will be sending questionnaires out shortly by e-mail. We would like to encourage you to complete this, as all your feedback is very valuable to us. If the survey asks you for a password, it is

**CATERPILLAR.**

### **CONTACT DETAILS**

Please can we ask that you ensure that we have your most up to date telephone numbers and address in case we need to contact you in an emergency.

**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*

