




NEWSLETTER

	<p><u>Hello:</u></p> <p>Welcome to all our parents and children and we hope that we will continue our collaboration for the benefit of your children. The term dates are:</p> <p>Wednesday 4th January 2017 to Friday 31st March 2017 Half term – 13 – 17/02/2017 Spring holiday: 3 – 17/04/2017</p> <p>Yours sincerely,</p> <p>Laura Sava Nursery Manager</p> <p><u>Farewells:</u></p> <p>We said goodbye last term to Rukshana Parvin who left on maternity. She was a valuable member of staff who will be missed by both staff children and we look forward to have her back once maternity leave finishes.</p> <p>Although there been a lot of changing in staffing, I would like to ensure parents that the educational process of your child is not affected and all the new staff that are joining us are well prepared and with a lot of experience in childcare.</p> <p><u>Welcome:</u></p> <p>Please welcome Laura Espinosa who has previously worked for Little Butterflies and has experience working with children. She will complete the team in the preschool room.</p>								
	<p><u>Themes For The Following Months Are:</u></p>								
	<table border="0"> <tr> <td><u>Toddler Room:</u></td> <td><u>Preschool room:</u></td> </tr> <tr> <td>January: Insects, creepy crawlies</td> <td>January: Transport</td> </tr> <tr> <td>February: Weather</td> <td>February: Construction/ Valentine's day</td> </tr> <tr> <td>March: Shopping</td> <td>March: People who help us/Mother's day</td> </tr> </table>	<u>Toddler Room:</u>	<u>Preschool room:</u>	January: Insects, creepy crawlies	January: Transport	February: Weather	February: Construction/ Valentine's day	March: Shopping	March: People who help us/Mother's day
<u>Toddler Room:</u>	<u>Preschool room:</u>								
January: Insects, creepy crawlies	January: Transport								
February: Weather	February: Construction/ Valentine's day								
March: Shopping	March: People who help us/Mother's day								
	<p><u>LITTLE BUTTERFLIES TRIPS</u></p>								
	<p>Little Butterflies nursery has an annual trip every end of year and this year we plan to have our trip at Colchester Zoo. Beginning of March when the weather will get warmer we plan to take the children to Newham Farm.</p>								



STUDENTS:

This year the nursery is again carry on to help college and school students to complete their work experience. Therefore you'll notice that there are new faces in the nursery every so often.



Training Days

This term staff had a training day on the 3rd January and there are no training days booked for this term.

Nursery Closure Dates:

No closure day this term

Spaces available and flexible spaces:

For 3-4 years old children the nursery can accommodate 25 children at any one time.

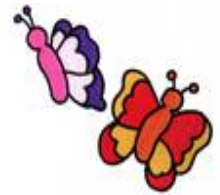
At the moment we have 30 NEG spaces available.

This term the nursery is offering 15 flexible spaces for 3-4 years old children which means children can also do the 15 hours in 5 hours a day in 3 days a week, or 7.5 hours a day in 2 days a week.

At the moment we have 7 flexible spaces available. Please be aware that is a first come, first served offer.

During the term the nursery doesn't allow parents to change the session or the timing your child is doing.

In special circumstances the nursery may allow it if there are spaces available and with a 2 weeks notice period.



Reminders:

Have you changed your contact details?

Your contact address and telephone numbers are essential information that needs to be held by our nursery. Any changes **MUST** be notified immediately especially if you changed the phone number.

Nappies & Wipes;

Can we please remind parents to leave enough nappies/ baby wipes for 2-3 years old?

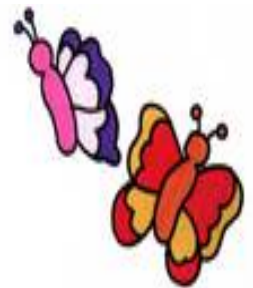
Please provide spare clothes for your child especially if they are on potty trained and make sure that you leave their bag on the peg with their name on.

As is still winter, all parents please ensure you provide appropriate clothing(warm jackets, hats, scarfs, gloves, woolly boots) as they will go outside daily.

Parents Consultation Day

Our consultation day has now been scheduled for **23rd and 24th March 2017**, a letter will be sent out to parents informing them of their time close the date.

Please note that parents are most welcome to discuss their child's progress any time they want by booking an appointment with their child's key



worker.

There will also be a parent's workshop on the 27th January 2017, in two sessions: between 9:00-11.00 am and 2:00- 3:30 pm. This will be a chance for parents to discuss the progress of their children and how the new starters have settled in.

We encourage parents to participate with ideas and suggestions to our activities every time they want and to support this happening we provide space on parent's board outside in the hall where all parents are invited to join.

Breakfast and Lunch

Breakfast is served for everyone at 9.30 am and children are served toast with fresh milk, butter/jam.

Lunch is served at 12.00 and will not be served after this unless the nursery is notified in advance that your child will be late.

NEG children who are attending nursery for 15 hours in 3 or 2 days can have lunch but parents will have to pay for it, as this is not included in the Free education scheme.

The price for lunch is £3.50/per day and it has to be paid weekly, at the beginning of the week.

A.O.B

Can you please ensure that your child is collected on time as this can disturb the daily routine and will create over ration for the next session.

Also please come on time for your session, do not come 10-15 minutes earlier as the access to the room will be done on the scheduled time, plus will create a jam onto the corridor.

CHILDREN ARE NOT ALLOWED TO BRING JUICE, TOYS, SWEETS, FRUITS AND YOGHURTS TO THE NURSERY.

ALSO CAN PARENTS MAKE SURE THAT **BUGGIES ARE NOT LEFT DOWNSTAIRS AND ARE BROUGHT UP TO THE NURSERY?**

THIS IS THE RESPONSIBILITY OF THE PARENTS AND THE STAFF CANNOT ASSIST WITH THIS.

ALSO THE NURSERY IS NOT RESPONSIBLE IF THE BUGGIES ARE LEFT DOWNSTAIRS AND THEY ARE STOLEN OR DAMAGED.

All parents are asked to sign the children coats/jackets/cardigans/jumpers, which are left on the pegs to avoid confusions with other children who have similar coats.

All children will have a communication book and parents must use it to communicate on a daily basis, as this can also be an opportunity for parents to express their opinion with regards to our routine and activities.

Staff will briefly provide you with feedback and for any more information about your child, you can arrange a meeting with the key person to discuss it.

Also note that for any changes in your child's timing you have to give us at least 2 weeks' notice and this will be possible if there are spaces available.

All parents are invited to provide us with an email address as we intend to go paperless, plus it will be a faster way to communicate to you all the news that are taking place in the nursery.

