



Dear Parent/Carer

Welcome to a new year at Bluebelle Nursery. I have listed below some details and information about the forthcoming year.

Term Dates 2011/2012

Autumn Term: - 05/09/2011 – 16/12/ 2011

Half term: - 24/10/2011 – 28/10/2011

Spring Term: - 03/01/12 - 05/04/12

Half Term: - 13/02/12 - 17/02/12

Summer Term: - 23/04/12 - 19/07/12

Half Term: - 04/06/12 - 08/06/12

May Day: - 07/05/11

Opening times: - 9.30a.m. – 12pm (to ensure the safety of all children your child will be given individually to you or an authorised adult at the end of the session which may lead to your child leaving the premises later than 12p.m. – if you need your child to leave promptly for any reason please tell a member of the staff in the morning.)

Please can you inform me immediately of any changes of details on the registration form, such as your address, emergency contacts, authorised adults to collect your children and medical conditions.

If your child is unwell please keep them at home. If your child has sickness or diarrhoea they will need to stay at home for 48 hours after the symptoms subside in order to prevent the illness from spreading. Details of incubation and exclusion periods of the common communicable diseases are displayed on the notice board at nursery.

Activities and your child's development.

We plan the environment and activities to support your child's learning and development within the Foundation Phase Framework. Information about the Foundation Phase is placed in the lobby area for you to read and current topics and activities will be placed on the weekly plan on the board. I am available at the end of each session to have a chat if you require any further information or have any concerns. However if you would like to have a more confidential conversation about your child's activities, development or have any questions or suggestions about the plans or other matters I will be available to talk to you on Tuesdays between 10.00a.m. – 11.00a.m.

Please fill in your name on the form in the lobby.

You are welcome to join in the nursery session, please place your name on the rota duty in the lobby.

Café Snack - Nursery encourages a varied and healthy diet. Details of your child's snack will be listed on the snack rota in the nursery lobby area.

In order to keep nursery fees to a minimum we would be grateful for contributions towards snack time by placing donations in the box provided, or if you prefer to provide a snack for the children. Please put your name on the rota on the date you would like to provide the snack and notify a member of staff. Please can you give us at least one weeks notice to help us with the planning of snack time and avoid waste.

Outside Play – Children have access to outside play throughout the year. During warm weather please can you ensure you apply sunscreen to your child, further information about staying safe in the sun can be found on www.sunsmart.org.uk/schoolsandchildren.

Please can your child wear suitable footwear such as trainers to ensure safe play and please can you provide wellington boots (clearly labelled) for play in wet conditions.

Nursery will provide sun hats and coats.

Coffee mornings are planned regularly for you to have the opportunity to meet other parents and to find out more about your child's time at nursery. Scrapbooks containing photos of your children playing and examples of their work will be available for you to look at and discuss.

You will also have the opportunity to join in activities with your children and discuss future planning.

The next coffee morning is on **Thursday 29th September from 9.30 a.m.**

Library Visits - we plan regular visits to the library in Caldicot to give the children the opportunity to pick books for their book corner in nursery and to enjoy listening to stories. Members of staff will be present, but you will have to stay with your child during this session.

The next library visit will be on **Thursday 22nd September at 1.30 p.m.**

School Visits - to enable a happy transition for your child to school we arrange visits and events with Archbishop Rowan Williams School Portskewett such as attending dress rehearsals of concerts and Easter Bonnet Parade.

We also arrange for pre-school children to attend assemblies at the school. We require the help of parents to walk the children to and from the school, if you are able to help please tell a member of staff.

I will advise you of the dates.

Staff Training – To ensure nursery continues to provide high standards of care and education members of staff are continually updating their knowledge by attending courses in Early Years Care and Education, part of which involves the observation and assessment of activities and children in nursery. Your child's name will remain confidential at all times. If you require any further information or do not want your child to be included in the coursework please let me know.

Other dates for the term are:

Harvest Festival – we will be celebrating Harvest Festival at St Mary's Church Portskewett on **Friday 30th September at 11.15 a.m.** Please leave your child at nursery at 9.30 a.m. as usual and the staff will walk them to the church. Everyone is welcome to attend, if your child does not attend nursery on Thursday morning you are welcome to join us and could you meet us at the church at 11.15 a.m.

If you are not attending the service please collect your child from the church at 11.45 a.m.

We would be grateful for donations of non perishable foods such as tins and packet foods which will be given to local organisations.

Thank you very much

Photographer - Friday 14th October, 9.30 a.m. – 11 a.m.

Christmas Concert – Friday 9th December 11 a.m. at Portskewett Church.

We will notify you of further details about these events nearer the date.

Committee Meeting – Thursday 15th September from 9.30 a.m. in the Committee Room at Nursery. Every one is welcome, this is an ideal way to meet other parents and get to know how nursery runs.

Lastly I would like to thank everyone for returning the questionnaires at the end of last term as this helps us to improve nursery, the Annual Quality of Care Report will be placed on the website for you to read, or you can ask a member of staff for one and don't forget we value your help, ideas and suggestions and myself and the staff are always available to answer any questions and help with any concerns.

I hope you and your child have an enjoyable year at Bluebelle Nursery

Bev