

Newsletter

Autumn 1 2018



Welcome to our latest newsletter.

NEWS FROM THE MANAGEMENT TEAM

Carol Hill

After a busy summer time, we are now planning our Festive Activities once again. We have dates for the Christmas Nativity and Christmas Party. More information is detailed towards the end of the newsletter, so please add these to your diaries to join us for these celebrations. Tempest Photography are in the Centre on 9th November to take individual child photos. These will be make excellent Christmas presents so if your child is not in nursery on this date, please book a slot on the office door from wc 22/10.

Sarah Baker

Firstly, I would like to welcome Becky Lofthouse into the position of Deputy Childcare Manager. Becky will be a great help to myself and a valuable asset to the centre. She will help lead and develop the centre, supporting its continuation of offering an excellent service whilst helping to ensure we maintain our 'Outstanding' rating. We have a busy and exciting time ahead with plans for our Christmas Nativity, Christmas Party, the Spirit of Christmas and other celebrations/events (see the rooms for further details). The Room Coordinators will be working hard to ensure that during this busy time children are involved in lots of learning based activities alongside learning and practicing the Nativity.

Becky and I are working on our latest centre developments which include an exciting new project that will improve the Outcomes for your children in the areas of Literacy, Communication and Language and Expressive Arts and Design. As a team we will be working hard to improve the variety of songs, rhymes and stories that we offer, ensuring that these are enhanced by props to make them as engaging and interesting as possible. Additionally to this we will be increasing the music and movement opportunities throughout the centre to support the Department of Health's Physical Activity Guidelines.

Please see our display in the Foyer that will tell you all about this project and how we and you can support your children to enjoy more songs, music and stories.

ACTIVITIES IN THE CENTRE

Baby Room

Over the summer we have enjoyed lots of outdoor play in our garden as the weather was great! The babies loved taking the indoor activities outdoors. They particularly enjoyed water and sand play out in the fresh air as well as painting and even their morning snack was received well outdoors. Overall it was a fantastic summer of fun at nursery. During our summer topics we learned about healthy snacks where we tried new flavours of food and drinks, sitting together at the small table learning social skills, older babies were encouraged to use open cups and forks ready for when they move over into Caterpillars.

Over the coming months we will be experiencing Halloween, Bonfire night and Christmas, a first for many of our babies. We are all looking forward to these exciting times where we will be providing lots of fun, creative activities to welcome the Autumn and Winter seasons.

As we are heading into the colder months can we please ask that babies have warm outdoor clothes as well as outdoor shoes as we will still go outside to play as long as the weather is favourable.

Michelle Wood
Baby Room Co-coordinator

Getting busy with Caterpillars

Our priorities this term from our latest attainment are:

This term the Caterpillar children have been very busy looking at Harvest and Autumn. We have carried out many activities; one of our favourite for our Harvest topic was making bread. We listened to the story of 'The Little Red Hen', and then made our own bread together. This supported our priority learning of 'managing feelings and behaviour' as we talked about sharing, helping and taking turns. Continuing the topic of Autumn we have been very messy and creative with natural items such as using conkers to make roll art, sticky pictures using the leaves and sticks to make arrangements, and exploring our sensory garden.

We would like to say 'Well done' to all of our amazing Caterpillar children for their wonderful home learning. We were able to use the items found as part of our small group discussions, and the children were really proud of their achievements. Thank you to all of our parents and carers for taking the time to carry out the activity, it is a huge support for learning and development. Thank you.

In the coming months, we will be looking at many festivals and celebrations such as Halloween, Diwali Bonfire Night and Christmas. We will be taking part in Children in Need and World Nursery Rhyme week so please keep a look out for what we are doing for these events.

Reminders

- Please ensure your child brings a water bottle to every session, it is your responsibility to ensure this is taken out of your child's bag before you leave. Could we also please remind parents/carers to label the water bottle.
- Due to the unpredictable weather can you please provide your child with appropriate outdoor coats and footwear. You may bring slippers for indoors if you wish, please label both slippers clearly.
- Can we please remind parents to provide enough nappies and wipes in their child's bag for each session, along with spare clothes, we are going to get messy and wet as we explore and learn, so please no 'best' clothes.
- Polite notice regarding 'Facebook' - We have recently begun putting photos of activities so we can share a snapshot of what the children have been doing. We understand it is nice to see your child busy at nursery, however to include every child each session is unrealistic and takes us away from engaging with the children.

Thank you
Emma Thistlewood- Caterpillar Room Co-Ordinator

Butterfly Room

The Butterfly children have thoroughly enjoyed our recent topics of Autumn, Hibernation, Harvest and Space. We have discussed the season of Autumn and how the environment changes around us particularly the colours of the leaves on our trees. The children have enjoyed collecting leaves from the garden and using them in their creative work, making trees and animals and with them. They have also enjoyed doing leaf rubbings with pencils and crayons.

We have used books and the internet to find out all about hibernation, what it means and animals that hibernate. The children enjoyed using the construction and loose parts items such as pieces of material, leaves, pine cones and conkers to make their own hibernation homes.

We recently went on a visit to church to talk about harvest time and how we can help others. The children enjoyed joining in with the story 'Pumpkin Soup' read by Father Keith which was all about the animals in the story sharing and helping each other.

The children have especially enjoyed our Space topic and have been learning lots of new facts about the names of planets, how astronauts get into space and how craters are made on the moon! They have loved exploring our interactive board and books to find out new facts and will also did our own experiment to make moon craters which you may have seen on our Facebook page.

As the weather is changing can we please remind everyone to have a pair of indoor and outdoor shoes and appropriate clothing for outside, we will be continuing to use our waterproof trousers when necessary too. Also children can bring a water bottle if they wish but we will have fresh water and cups available throughout the session. If your child does bring a bottle please can you ensure you take it home after each session.

We would like to remind everyone about the board on the outside of the door which details when we are doing show and tell day, dancing and French. There is also a display board inside the room which details key learning and activities set for each week.

Look out for our upcoming themes of Halloween, Bonfire night, Diwali and Christmas. We will also be taking part in Children in Need and World Nursery Rhyme week. We will continue to keep you updated through displays and Facebook.

Thank you for your continued support

**Rebecca Lofthouse
The Butterfly Team
Butterfly Room Coordinator**

Out of School Service

We had a super summer holiday in Holiday Club, with lots of children attending from across the borough. We had some fantastic day trips out and particularly loved our trip to the Seaside. The children had lots of fun and creative days, taking part in a range of exciting activities.

As the cold and dark nights are approaching, could you please provide your child/ren, with suitable indoor and outdoor shoes. If your child is attending an afterschool club at Cawthorne School please could you let us know in advance so we can make sure we keep your children safe and remain in ratio. October half term is fast approaching, please book early to avoid disappointment, the children will be getting into the Halloween spirit with pumpkin carving, apple bobbin and spooky games. We will also be joining in with Barnsley rocks (find them on Facebook), we will be creating Halloween and Bonfire night themed rock painting. Please add us on Facebook (Cawthorne Childrens Centre) to see upcoming events and activities that your children have been enjoying. We will be running Holiday Club on the 2nd, 3rd, 4th January (itinerary to follow). If you haven't heard from us regarding

<http://www.cawthornechildrenscentre.co.uk>

Holiday Club sessions by a specified date on the itinerary, please accept this as confirmation that the session is running.

Kayleigh Worrall
Out of School Coordinator

GENERAL INFORMATION FOR ALL ROOMS

Holiday allowances 2018 - We offer 2 weeks of your child's weekly pattern at 50%, between January - December. As we approach the end of the year, if you have any unused holiday entitlement for the current year please could you let us know by November 10th 2018. To ensure this is adjusted on your monthly invoice please can you either complete a holiday allowance form which can be downloaded from our website or put your requested dates in writing. Once received, the deduction will be made on the next invoice that is produced. Invoices are produced by the 15th of month, for the month in advance.

The holiday deduction will be offered by including a credit note with the invoice. Please deduct the amount of credit from the invoice when making the payment.

Nursery Funding - New Entitlement Reminder - Nursery Funding - New Entitlement Reminder

For those parents whose children turn 3 years during the coming year, Nursery Funding will become available the term after their 3rd birthday.

Cawthorne Children's Centre is able to offer sessions to enable your child to receive this entitlement. Each child at present will be able to access 15 hours funded care each week, during term time and based on eligibility of working families, up to a further 15 hours. There are specific criteria that need to be met to access between 15-30 hours, with the main one being attendance at the Centre over 2 days per week. Sessions can be accessed between 8am and 6pm each day. Therefore if your child is approaching 3 years, and you would like to look at changing sessions in order to maximise their entitlement to nursery funding, please do not hesitate to call into the office and speak with a member of the management team.

Eligibility- To find out if you will be eligible for the additional entitlement please refer to the following government website.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/600592/30_hours_free_childcare_eligibility.pdf

Application- Once you have looked at the eligibility criteria, you will need to make an application for the additional entitlement when your child reaches 2 years and 39 weeks. You will be provided with an eligibility code which must be brought to the Centre. For information on how to apply please contact the Families Information Service on 0800 0345 340.

Around the start of the term that your child turns 3 years, we will write to you to provide more details of the 30 hour process and if your child is not already attending for 30 hours and you would like to increase sessions, we will provide you with details of what additional sessions we have available for you to take up. You can increase to 20, 25 or 30

Nursery Funding 2018/2019- we have received notification from the local authority that there are 41 weeks in the financial year 2018/2019 and therefore we have been advised we need to add in a further 3 non funded weeks during this year as the local authority only pay funding for 38 weeks. The final additional week is wc 11th February 2019.

Therefore we are sharing this information now to ensure parents/carers have sufficient time to plan for these changes to the normal patterns.

New Menus- Carol has been busy revising our menus for the Autumn 18/Spring 19. She has kept some of our favourite dishes but added some exciting new ones. Her aim is provide healthy choices and therefore the dishes use ingredients such as brown rice and pasta, and have reduced sugar and salt. The children have already experienced for main meals Chicken Stroganoff, Homemade Chicken Burgers with Homemade Relish, Brunch with Tomato Sausage, Roast Pork Dinner and Salmon Pasta with Broccoli. For puddings, she has introduced Ginger Cake, Forest Fruit Crumble and Jam Rely Poly with low sugar jam. If you have any comments about the new menus, as published in the foyer each week, please let us know.

Christmas Nativity- We can confirm the date for our Nativity as Monday 17th December 2018, 9.30am at Cawthorne Parish Church. This year we are performing 'Angel Express'. Further details will be sent out regarding arrangements for the day. The Ministry team will be providing refreshments for you to enjoy after the performance.

Christmas Party- All children are invited to join us for a Christmas Party on Friday 14th December. It will run from 6 until 7.30pm at the Village Hall. We will be hosting a disco and party games, festive refreshments and a special visitor will be calling by for any early Christmas treat. As this is the earliest time that we can run the party due to it been on a day that the centre is open, we would like to ask if parents/carers can collect their children a little earlier that day in order to allow the staff team to go down to the village hall for 6pm. This would be a great help. Can we also please ask that each child is in attendance with one parent/carer only due to numbers that we can have in the Village Hall.

Fee Payment Reminder: - To clarify our policy on receipt of payments.

We prepare invoices on the 15th of the month for the month in advance. We then require payment for these invoices by the 30th of the month, or an agreed date close to this for those in receipt of childcare vouchers through their pay. If payments are not received and kept up to date after 3 consecutive months, then we will issue a final notice and request to pay in full within 7 days. If this request is not met, we will discuss termination of sessions and take action to recover the debt. Should you be unable to pay fees at any time, please contact Carol Hill in the first instance to discuss options that are available? Thank you.

Early Riser Sessions - Can we remind all parents that if your child is not in the early riser scheme? They should not be dropped off at nursery before 8am. If you arrive before this time you will be asked to stay with your child. With this in mind, we would also like to remind parents that breakfast finishes at 8.45am and if you wish your child to have breakfast please can you ensure you arrive before this cut off.

Infection Control -Please be aware that due to changes in seasons and the time of year children are presenting with common illnesses. Nurseries are common sites for transmission of infections and young children are particularly susceptible due to their immature immune systems, having close contact with large numbers of other children and lack of understanding of hygiene issues. It is therefore important that as carers (parents or practitioners) that we do what we can to manage and control the risk of infections spreading to others. We ask that children who are unwell are not sent to nursery if they need a higher level of care than our ratios can provide. Children will be monitored and parents contacted if children are unwell and it is felt that they need to either be checked by their health professional or to rest and recover at home. Our practice and Illness/sickness policies are informed by a number of documents including:

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

Staff Changes- Rebecca Lofthouse has taken on the role of Deputy Manager. She will be combining her new duties with those alongside being Room Co-ordinator in Butterfly Room. We wish Becky every success in her new role. Lucy Scattergood rejoins the team after her maternity leave ,wc 5th November. She will return to the baby room to work over 3 days. Jodie Hill is moving from Baby room to work in Caterpillar room and also to support the Out of School service. Kayleigh Worrall is moving from Caterpillar room to Butterfly room for her nursery work and will also continue to co-ordinate the Out of School Service. Kayleigh will be able to support children when they make they transition from Butterfly room to Out of School. Jessie Bailey has joined the team on an as and when basis. She has been working across Baby room and caterpillar to date.

Key Responsibilities: Just to remind everyone of key contacts in the Centre :

Carol Hill - carol@cawthornechildrenscentre.co.uk

For all matters relating to finance, holiday entitlement, invoicing, outstanding balances, child care vouchers, session changes, notice periods, out of school planning and nursery funding.

Sarah Baker - sarah@cawthornechildrenscentre.co.uk

For all matters relating to the management of children's care and education, policies and procedures, future developments/improvement of the Centre, safeguarding, health and safety, staff training and development and event planning.

DATES FOR YOUR DIARY

The following provides detail of forthcoming events and key dates:

25th October	N/A	Cawthorne school finishes for October break
29th October-2nd November	N/A	Holiday Club for Out of School Service
Wc 5th November	N/A	Pre school recommences.
9th November	9.30-3pm	Tempest Photography Individual Photos
16th November	All sessions.	Child in Need. We will be holding a picnic with Pudsey Bear. Children can bring their own teddy bear to join in this event.
14th December	6-7.30pm	Christmas Party at the Village Hall
17th December	9.30AM Cawthorne Church	Date now confirmed for Christmas Nativity.
21st December	N/A	Pre school finishes for Christmas break. Cawthorne school finishes for Christmas break
2nd January 2019	N/A	7.30am Centre re-opens for New year
2, 3, 4th January 2019	N/A	Holiday Club for Out of School service.
7th January 2019	8pm	Pre school recommences After Christmas break.
7th January 2019	7.30am	Out of School Club recommences.
8th February 2019	N/A	Pre School finishes for 2 week February Half Term break
11th or 18th February	Inset Day Centre Closed	We are looking to have an inset day to carry out our annual Safeguarding refresher alongside other training. The date is yet to be finalised but will be one of these 2 dates.
25th February 2019	8pm	Pre School recommences.
12th March 2019	N/A	Pre School finishes for Easter Break.

**Best Wishes,
Carol Hill,
Business Manager**