



Little Troopers
Day Nursery

Newsletter

September & October 2017

Dear parents,

Welcome to the Autumn Term 2017. We are now into the third week of September and already it feels like Autumn, yet I am not sure what happened to our Summer? Perhaps we will gain some better weather during the next few weeks. It just shows you how we always need to be prepared for every weather condition and ensure that nursery children come equipped with suitable outerwear.

Changes to the staff structure

Firstly, congratulations to Ellie Thorne and Sophie Foxcroft who have both successfully completed their NVQ level 2 and 3 respectively in Children's Care, Learning and Development.

There are going to be a number of staff structural changes this Autumn; firstly, Sheila Smith will be moving to the Pear group as a new key person for the Pear children, supporting the transition of the new children joining from the Lemon group. Sophie Foxcroft has accepted the position of Deputy Room Leader for the Lemon group, supporting Jacey in her absence. After the successful completion of her NVQ level 2 apprenticeship Ellie Thorne has been offered and accepted a full-time position with us as a member of the Nursery Practitioner team for the Lemon group and will shortly take on key person responsibilities.

Sadly, Machi Apostalatou left us at the beginning of September having been offered a position as a Teaching Assistant supporting a child with special needs in the foundation stage of a local primary school. Machi trained in special needs and this is an area that she really wished to continue to focus and build her career upon. We wish Machi the best of luck in her new position.

We are currently recruiting for a Nursery Assistant to join our Orange group and will notify parents in due course once we have found the right person to join our team.

Children in Need

This year on **Friday 17th November** for **Children in Need** the staff and children will be 'Rockin the 80's'. Children and staff will be encouraged to dress up in 80's clothing for the day and donate generously to this fantastic cause. When discussing the eighties with the nursery team I was reminded that many of our staff were not even a twinkle in their parent's eyes. For me personally and without divulging my age here it brought back memories of fluorescent leg warmers, leggings, tutus, white jackets, big hair bands and of course big hair! For those of you who remember the era enjoy re-living it by dressing up your children and for those of you who were too young to remember it..... embrace it and have fun!

From the kitchen.... Scores on the Doors

We are extremely proud to share with you that we have successfully maintained our 5 star 'Scores on the Doors' award from Oxford City Council's Environmental Health Department on 14th June 2017. This is the highest rating a business can receive. The areas inspected and the results are as follows:



Area inspected by food safety officer	Standards found
Hygienic food handling Hygienic handling of food including preparation, cooking, re-heating, cooling and storage <i>*Additional improvements have since been made to the kitchen facilities to reduce the possibility of cross contamination with a dedicated fruit & vegetable preparation area.</i>	Good*
Cleanliness and condition of facilities and building Cleanliness and condition of facilities and building (including having appropriate layout, ventilation, hand washing facilities and pest control) to enable good food hygiene	Very good
Management of food safety System or checks in place to ensure that food sold or served is safe to eat, evidence that staff know about food safety, and the food safety officer has confidence that standards will be maintained in future.	Very good

Congratulations to Thierry, Nicola and the nursery team for maintaining the high standards of hygiene within our nursery kitchen and bathroom facilities.

Family Recipes

Thank you to those who have already submitted some family recipes, we would be interested receiving some more recipes. We are really keen to hear from parents of any tried and tested firm family favourites you cook from fresh ingredients at home, that are popular with your children.

If you have a family dish that you regular serve and think it would be worth us considering for our nursery menu please send it to info@littletroopers.co.uk. Recipes should detail the following:

- History surrounding your dish (where it originates from), maybe a family recipe that has been passed down to you.
- A list of ingredients and amounts (normal family portion sizes are fine as we can adapt a recipe) please ensure recipes do not contain **nuts, salt** or large amounts of **sugar**. If they do perhaps consider alternatives we might be able to use.
- Step by step instructions.

The Management team will then have the terrible task of testing (and tasting – Yum!!) the recipes and picking the most suitable for our nursery menu.

Introduction of a £3.00 daily nappy charge

Despite our efforts we are finding increasingly that parents are not maintaining their child's nappy supply. Therefore, we are introducing a daily nappy charge of £3.00 to a child's monthly invoice for each day a child **does not** have a suitable supply of nappies. Parents are reminded that we do have capacity to store a pack of nappies for your child and that it is ultimately your responsibility to ensure your child has a suitable supply. Charges will be introduced from Monday 2nd October 2017.

Parent Nursery Association

We are currently looking to recruit a minimum of 3 new Parent representatives for our Parent Nursery Association (PNA).

The Aim

The Parent Nursery Association (PNA) is a two-way communication forum aimed at ensuring that everyone involved in the caring of children attending our nursery can come together and share their views. The association's aim is to develop the partnership between parents and our nursery. Self-nominated representatives have the opportunity to express their views, share their ideas and the nursery management have the opportunity to ask parents for their views in a structured way.

Representative Duties

The Parent Nursery Association (PNA) which includes the Nursery Manager and a staff representative from each of the groups meet on a regular basis to discuss how we are performing and what improvements we could consider. Many helpful suggestions and ideas have been raised out of previous meetings and it really helps us maintain our focus on what it's like being a parent at our nursery.

As many of our parents and children are with us for a number of years, it is fundamental we establish an environment that makes it easy to exchange information and views.

Each member of the Parent Nursery Association will be required to:

- Attend one Parent Nursery Association meeting on a termly basis.
- Represent parents and carers of their child's group and forward their views to the PNA.
- Review parent events such as parent consultations and presentations.
- Review how we communicate and share information to parents.
- Assist with the review of policies and procedures.
- Bring ideas and suggestions as to how we can improve the curriculum and daily activities for children.
- Provide a sounding board for how we can further support and develop staff.

The names of our Parent representatives will be displayed on our PNA noticeboard, along with their contact email address and a copy of the most recent minutes.

Becoming a Representative

For those parents interested in becoming a representative you will need to ensure that you are available to attend a meeting held between 6-7.30pm on a week day (days will alternate) towards the end of each term as follows: March for the Spring Term, June for the Summer term and October for the Autumn term.

For more information or to express your interest as a Parent Rep, please see or contact Nicola Robertson by **Friday 29th September 2017**. The next PNA will be held on **Monday 9th October** from 6.00-7.30pm.

Parent 'Question of the month'

Every month the management team are putting forward a 'question of the month' to all our parents. The aim of the question is for us to gain the views and needs of our children's parents in a simple and efficient way, reducing the need for parents to complete time-consuming questionnaires. At the beginning of each month Nicola will display a question in the library area of our nursery entrance. Parents are requested to place a stone in either the 'yes' or 'no' jar. Parents are also free to leave comments on a post-it note if they wish.

This month's question: **'Did you know that you can view, comment on and add to your child's Tapestry learning journal online at any time?'**

Parent Consultations

We will be conducting parent consultations during **w/c 20th November** for parents of our **Orange** and **Lemon** group children and **w/c 27th November** for our **Pear** group children. The consultations are available to all parents of children who have joined us prior to September 2017. To book an appointment with your child's key person please email Nicola at info@littletroopers.co.uk. Nicola will be coordinating all the appointments.

Quiz Night

We are organising a parent's vs nursery staff quiz night from 6.30pm-9.30pm on **Friday 6th October 2017** to support the Tracey Vindel Fund. Tracy, a parent of a former child at our nursery was diagnosed with a Grade 4 Glioblastoma Multiforme brain tumour in October 2013 and since her diagnosis campaigned tirelessly along with her family to raise awareness that brain tumours kill more children and adults under 40 than any other cancer, yet only receives 2% of all research funding. Tracey sadly lost her battle with cancer in May 2017.

Tickets cost £5.00 each and are on sale now and include nibbles and a glass of wine/soft drink. Further drinks will be available on the night and parents may choose whether they wish to give a donation, with all proceeds going to the cause. For those who cannot form a team there are tickets left for some of the teams, which parents can join. Please liaise with your child's key person for further information.

30 hours a week of Early Education Funding for 3 & 4 year olds from September 2017

As outlined in our June newsletter Little Troopers Day Nursery is now offering the Government's newly extended 30 hours a week of Free Early Education Entitlement, known commonly as FEEE.

It was extremely important to us that any implementation of the new FEEE would be accessible to all parents and therefore unlike many other nurseries we have not limited the number of places available. The scheme is open to children attending our nursery whose parents are entitled to the additional 15 hours, totalling 30 hours per week and have received an eligibility code having registered and claimed through the Children's Services website.

For those parents of Children who will be turning 3 years before **31st December 2017** we would urge you to research into your eligibility and applying for the code during the next 2 months. The online system has experienced some technical problems and some parents have suffered long delays gaining their code and potentially could have missed the deadline for acceptance onto the FEEE scheme.

For those parents that **do not** meet the Government's criteria for the Extended 30 hours, your child **will** still be entitled to the current 15 hours a week, known as the 'Universal hours' of FEEE.

For further details please see our FEEE policy located in the policy folder in the nursery's Parent Entrance area. The policy will also be available online shortly.

Stay and Play

We would like to invite all our parents to a stay and play afternoon on **Friday 20th October 2017**. Parents will be able to enjoy an afternoon tea and participate in a number of activities. To enable us to plan room numbers, please email Nicola at info@littletroopers.co.uk to confirm your attendance.

Group Notices

End of day collection

Parents of siblings are kindly reminded to **please** allow suitable time to collect your children from both rooms. The nursery officially closes at 5.30pm and understandably staff do like to go home on time. If you require time to talk to your child's key person please arrive before 5.15pm or alternatively arrange for a parent consultation appointment. Although it is preferable to see parents to give feedback; however, we can arrange for feedback to be given over the phone. Parent consultations appointments can also be arranged to be conducted over the phone.

Individual Group Notices

Below are specific requests from your child's group leader, please take note and ensure that their requests are implemented.

Orange Group

Children's bags, spare clothes and nappies

Parents are reminded to restock their child's bag weekly with additional clean clothes and to also ensure that your child has a minimum of two weeks' supply of nappies. If you do wish to store a pack of nappies we do now have space to accommodate these. Please also note that Little Troopers will be introducing a daily charge of **£3.00** for those children who continue to not have a suitable supply of nappies.

Indoor shoes

To keep germs to a minimum in our group rooms, please ensure that you supply your child with a pair of indoor shoes. Shoes should have a strap or Velcro fastening to ensure your child's feet are suitably supported while they walk or crawl.

Lemon Group

Children's bags, spare clothes and nappies

Parents are reminded to restock their child's bag weekly with additional clean clothes and to also ensure that your child has a minimum of two weeks' supply of nappies. If you do wish to store a pack of nappies we do now have space to accommodate these. Please also note that Little Troopers will be introducing a daily charge of **£3.00** for those children who continue to not have a suitable supply of nappies.

Indoor shoes

To keep germs to a minimum in our group rooms, please ensure that you supply your child with a pair of indoor shoes. Shoes should have a strap or Velcro fastening to ensure your child's feet are suitably supported while they walk.

Pear Group

Show and Tell

Parents are reminded that the dates of 'Show and Tell' are listed on the Pear parent notice board. **Please refrain** from allowing your children to bring in their own toys or books from home into nursery unless it is on their own specific show and tell day.

Wow Moments

Parents listen up! Your child is truly amazing and throughout your child's life they will make some mighty significant steps on their journey of development. Together we would like to show the children how proud we all are of these moments and celebrate their individual achievements. These are what we call at nursery our **WOW** moments.

So, if outside of nursery attendance your child has perhaps tried something new for the first time (food, drink, standing, walking, talking, using a potty), or maybe enjoyed a trip or activity please complete one of our **Wow moment notecards** and hand it to your child's key person for us to display on our **WOW Moments board**. We will use your child's **WOW moments** as a focus for your child's interest in activities at nursery.

'Parents are children's first and most enduring educators. When parents and practitioners work together in Early Years settings the results have a positive impact on children's development and learning'. Early Years Foundation Stage: Development Matters 2014

Dates for your diary Autumn 2017

September

Thursday 14th September - FEEE declaration forms for children aged 3 & 4 years will be issued and must be completed by **Friday 22nd September**.

October

Friday 6th October – **Parents vs Nursery Staff Quiz Night** in aid of the Tracy Vindel Fund from 6.30pm – 9.30pm

Friday 20th October - 'Stay and Play' tea – All parents welcome from 4.00-5.00pm to participate in an afternoon tea and participate in activities.

November

Monday 6th November – **Nursery Fees** for 2018 will be released to all parents

Friday 17th November – **Rockin the 80's** – Children to dress up in 80's clothing for **Children in Need**.

Monday 20th - Friday 24th November – Parent consultation meetings week for the **Orange** and **Lemon** groups

Monday 27th November - Friday 1st December – Parent consultation meetings week for the **Pear** groups