

**October 2019**

Dear Parents/Carers

Welcome to the Autumn/Winter term at Busy Bees. We hope all of the children are settling in well, making lots of new friends and enjoying their activities.

As part of the EYFS we focus on seven main areas of learning, which are:-

**Prime Areas**

Personal, Social and Emotional Development

Physical Development

Communication and Language

**Specific Areas**

Literacy

Mathematics

Understanding the World

Expressive Arts and Design

For further information please refer to the 'Parents' Guide to the Early Years Foundation Stage Framework' which is displayed on the 'Parents' Board' in each classroom.

Alternatively you can find the Early Years Foundation Stage which includes the early learning goals at [www.foundationyears.org.uk](http://www.foundationyears.org.uk) The foundation years website also includes a range of resources and contacts.

All parents/carers should by now be aware that we use a software programme called 'Tapestry' to record the children's development. By using this online method it will enable each parent/carer to access and add to their child's Learning Journey at your convenience, therefore, enabling good links and communication between home and nursery. This is an extremely safe method as you will choose your own password to enable you to access your child's information.

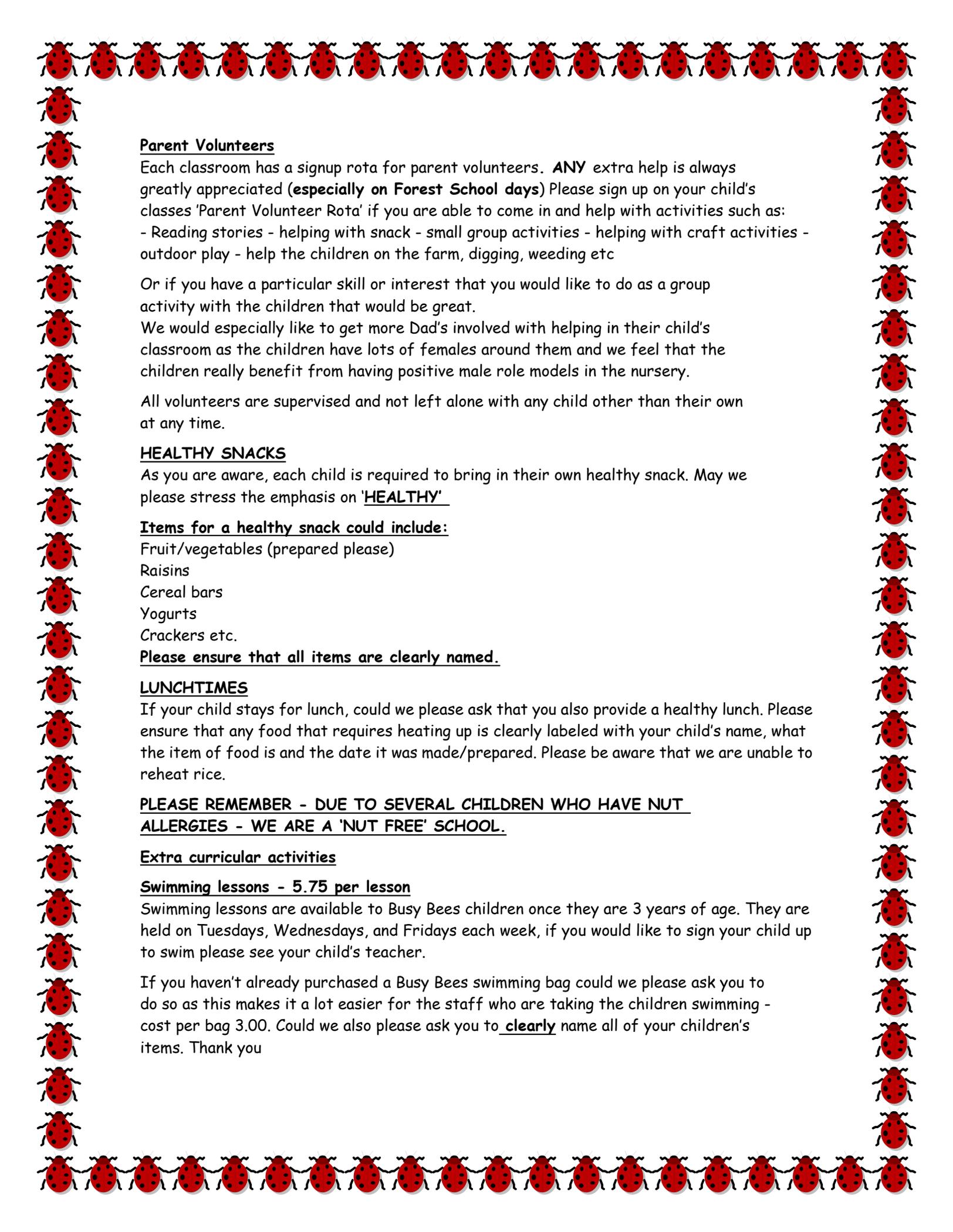
You should by now have received information relating to 'Tapestry', if you haven't, please ask your child's key person for yours.

**Activities in the classroom**

We put a brief description of the activities each class will be participating in on the 'A Board' outside your child's classroom each week. This information is just to give you a brief outline of some of the things your child will be doing throughout their sessions, enabling you to prompt discussion with your child about what they have been doing whilst they have been in nursery that day. Further information relating to the classes planning can be found on the EYFS board in your child's classroom.

**Busy Bees website**

We have recently updated our website, where you can find lots of information relating to your child's classes and events taking place at the nursery. Please check our website regularly to ensure that you are up to date with what is happening at Busy Bees. Our website address is [www.busybees-nurseryschool.co.uk](http://www.busybees-nurseryschool.co.uk)



### Parent Volunteers

Each classroom has a signup rota for parent volunteers. **ANY** extra help is always greatly appreciated (**especially on Forest School days**) Please sign up on your child's classes 'Parent Volunteer Rota' if you are able to come in and help with activities such as:

- Reading stories - helping with snack - small group activities - helping with craft activities - outdoor play - help the children on the farm, digging, weeding etc

Or if you have a particular skill or interest that you would like to do as a group activity with the children that would be great.

We would especially like to get more Dad's involved with helping in their child's classroom as the children have lots of females around them and we feel that the children really benefit from having positive male role models in the nursery.

All volunteers are supervised and not left alone with any child other than their own at any time.

### HEALTHY SNACKS

As you are aware, each child is required to bring in their own healthy snack. May we please stress the emphasis on 'HEALTHY'

#### Items for a healthy snack could include:

Fruit/vegetables (prepared please)

Raisins

Cereal bars

Yogurts

Crackers etc.

Please ensure that all items are clearly named.

### LUNCHTIMES

If your child stays for lunch, could we please ask that you also provide a healthy lunch. Please ensure that any food that requires heating up is clearly labeled with your child's name, what the item of food is and the date it was made/prepared. Please be aware that we are unable to reheat rice.

PLEASE REMEMBER - DUE TO SEVERAL CHILDREN WHO HAVE NUT ALLERGIES - WE ARE A 'NUT FREE' SCHOOL.

### Extra curricular activities

#### Swimming lessons - 5.75 per lesson

Swimming lessons are available to Busy Bees children once they are 3 years of age. They are held on Tuesdays, Wednesdays, and Fridays each week, if you would like to sign your child up to swim please see your child's teacher.

If you haven't already purchased a Busy Bees swimming bag could we please ask you to do so as this makes it a lot easier for the staff who are taking the children swimming - cost per bag 3.00. Could we also please ask you to clearly name all of your children's items. Thank you



### French and Spanish lessons

Due to a lack of interest, French and Spanish lessons are not currently being held during the day at Busy Bees; However, Beverley teaches children Spanish on Tuesday afternoons between 4.00 - 4.45pm. And French on Thursday afternoons between 4.00 - 4.45pm at St John's Church Hall (opposite Busy Bees).

If you would be interested in your child taking language lessons, please contact Beverley Smith on 01638 717683.

### Outdoor Play/Forest School

Could we please ask that now that the colder/wetter weather is on its way, you send your child to school with a rain coat (with a hood) each day. Each class has their own storage areas for their wellington boots in one of the poly tunnels, therefore could we please ask that you provide a pair of boots which can be left at nursery (please ensure all boots are clearly named). Could we also please remind you to change your child into their indoor shoes each time you bring them to school.

### Busy Bees items for sale

Children's Busy Bees T-shirts 6.00 each

Children's Busy Bees sweatshirts 9.95 each

Busy Bees book bags 5.00 each

Swimming bags 3.00 each

Swimming hats 5.00 each

Could we please ask that you name your children's clothes, especially items such as coats, sweaters, hats, gloves etc. If you do lose any items there is a lost property bin by the main reception door.

### For parents using the school grant

The grant runs until Friday 13<sup>th</sup> December and restarts on Monday 6<sup>th</sup> January 2020

Normal fees apply from Monday 16<sup>th</sup> - Tuesday 24<sup>th</sup> December and from

Thursday 2<sup>nd</sup> January - Friday 3<sup>rd</sup> January 2020 (both dates are non grant periods)

### Christmas holidays

We will close for Christmas on Wednesday 24<sup>th</sup> December **AT THE EARLIER TIME OF 4.00PM** and will reopen on Thursday 2<sup>nd</sup> January 2020.

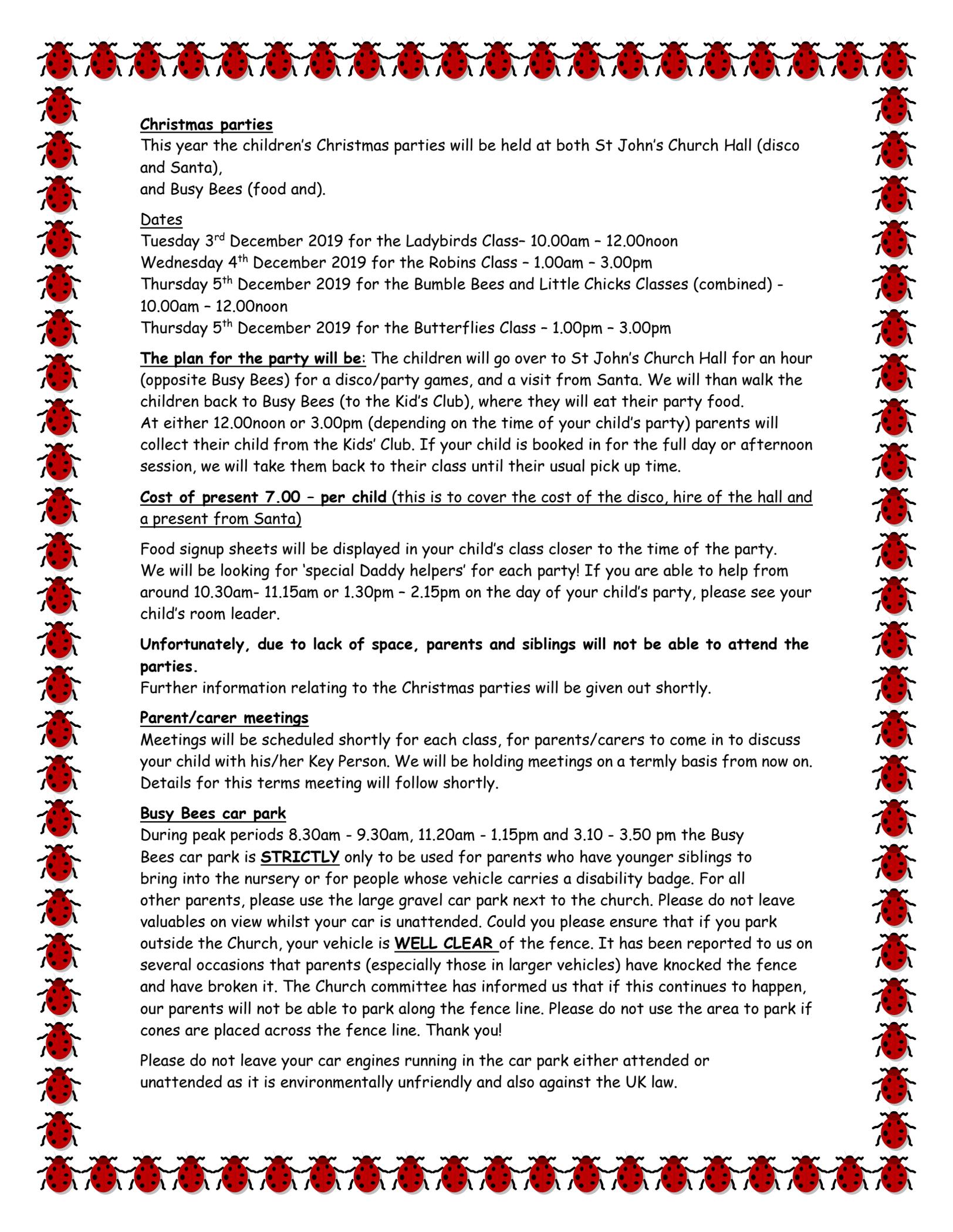
**The new grant term will begin on Monday 6<sup>th</sup> January 2020**

### My Child's Art Fundraising Scheme for Christmas 2019

Busy Bees will be taking part in the 'My Child's Art Fundraising Scheme For Christmas' this year. All children within the Nursery will create a picture or handprint which will be uploaded onto 'My Child's Art' online website. Parents will be able to purchase items with the picture on after the parent portal has been opened. Further information will be given out shortly.

### Fundraising for Cancer Research

We would like to say a huge thank you to everybody who has supported us so far in helping to raise money for Cancer Research, so far we have raised a very impressive 1284.00. We will be continuing with our fundraising, if you have any suggestions on ways we can do so, please email your ideas for attention of Rachel to [info@busybees-nurseryschool.co.uk](mailto:info@busybees-nurseryschool.co.uk)



### Christmas parties

This year the children's Christmas parties will be held at both St John's Church Hall (disco and Santa), and Busy Bees (food and).

### Dates

Tuesday 3<sup>rd</sup> December 2019 for the Ladybirds Class- 10.00am - 12.00noon

Wednesday 4<sup>th</sup> December 2019 for the Robins Class - 1.00am - 3.00pm

Thursday 5<sup>th</sup> December 2019 for the Bumble Bees and Little Chicks Classes (combined) - 10.00am - 12.00noon

Thursday 5<sup>th</sup> December 2019 for the Butterflies Class - 1.00pm - 3.00pm

**The plan for the party will be:** The children will go over to St John's Church Hall for an hour (opposite Busy Bees) for a disco/party games, and a visit from Santa. We will then walk the children back to Busy Bees (to the Kid's Club), where they will eat their party food.

At either 12.00noon or 3.00pm (depending on the time of your child's party) parents will collect their child from the Kids' Club. If your child is booked in for the full day or afternoon session, we will take them back to their class until their usual pick up time.

**Cost of present 7.00 - per child** (this is to cover the cost of the disco, hire of the hall and a present from Santa)

Food sign-up sheets will be displayed in your child's class closer to the time of the party. We will be looking for 'special Daddy helpers' for each party! If you are able to help from around 10.30am- 11.15am or 1.30pm - 2.15pm on the day of your child's party, please see your child's room leader.

**Unfortunately, due to lack of space, parents and siblings will not be able to attend the parties.**

Further information relating to the Christmas parties will be given out shortly.

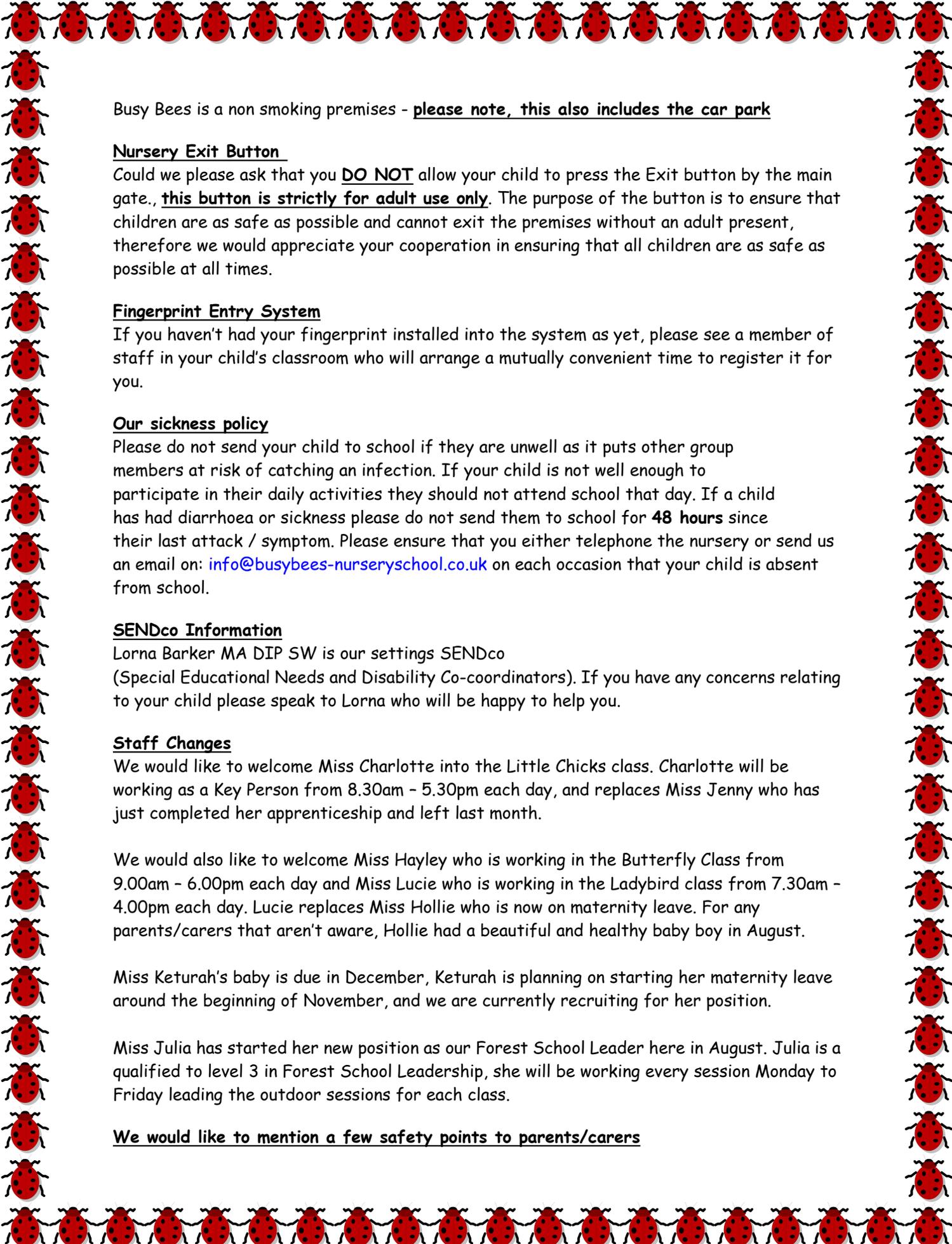
### Parent/carer meetings

Meetings will be scheduled shortly for each class, for parents/carers to come in to discuss your child with his/her Key Person. We will be holding meetings on a termly basis from now on. Details for this term's meeting will follow shortly.

### Busy Bees car park

During peak periods 8.30am - 9.30am, 11.20am - 1.15pm and 3.10 - 3.50 pm the Busy Bees car park is **STRICTLY** only to be used for parents who have younger siblings to bring into the nursery or for people whose vehicle carries a disability badge. For all other parents, please use the large gravel car park next to the church. Please do not leave valuables on view whilst your car is unattended. Could you please ensure that if you park outside the Church, your vehicle is **WELL CLEAR** of the fence. It has been reported to us on several occasions that parents (especially those in larger vehicles) have knocked the fence and have broken it. The Church committee has informed us that if this continues to happen, our parents will not be able to park along the fence line. Please do not use the area to park if cones are placed across the fence line. Thank you!

Please do not leave your car engines running in the car park either attended or unattended as it is environmentally unfriendly and also against the UK law.



Busy Bees is a non smoking premises - please note, this also includes the car park

### Nursery Exit Button

Could we please ask that you **DO NOT** allow your child to press the Exit button by the main gate., **this button is strictly for adult use only**. The purpose of the button is to ensure that children are as safe as possible and cannot exit the premises without an adult present, therefore we would appreciate your cooperation in ensuring that all children are as safe as possible at all times.

### Fingerprint Entry System

If you haven't had your fingerprint installed into the system as yet, please see a member of staff in your child's classroom who will arrange a mutually convenient time to register it for you.

### Our sickness policy

Please do not send your child to school if they are unwell as it puts other group members at risk of catching an infection. If your child is not well enough to participate in their daily activities they should not attend school that day. If a child has had diarrhoea or sickness please do not send them to school for **48 hours** since their last attack / symptom. Please ensure that you either telephone the nursery or send us an email on: [info@busybees-nurseryschool.co.uk](mailto:info@busybees-nurseryschool.co.uk) on each occasion that your child is absent from school.

### SENDco Information

Lorna Barker MA DIP SW is our settings SENDco (Special Educational Needs and Disability Co-coordinators). If you have any concerns relating to your child please speak to Lorna who will be happy to help you.

### Staff Changes

We would like to welcome Miss Charlotte into the Little Chicks class. Charlotte will be working as a Key Person from 8.30am - 5.30pm each day, and replaces Miss Jenny who has just completed her apprenticeship and left last month.

We would also like to welcome Miss Hayley who is working in the Butterfly Class from 9.00am - 6.00pm each day and Miss Lucie who is working in the Ladybird class from 7.30am - 4.00pm each day. Lucie replaces Miss Hollie who is now on maternity leave. For any parents/carers that aren't aware, Hollie had a beautiful and healthy baby boy in August.

Miss Keturah's baby is due in December, Keturah is planning on starting her maternity leave around the beginning of November, and we are currently recruiting for her position.

Miss Julia has started her new position as our Forest School Leader here in August. Julia is a qualified to level 3 in Forest School Leadership, she will be working every session Monday to Friday leading the outdoor sessions for each class.

### We would like to mention a few safety points to parents/carers

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- 1) Please ensure that all contact numbers are updated regularly so that we have good communication in an emergency situation.
  - 2) Please ensure that all doors and gates are closed **SECURELY** behind you at **ALL** times when entering and leaving the building/premises. Some parents are leaving the nursery from time to time and actually leaving the doors open!!!
  - 3) Although we try to encourage independence for each child, for safety purposes could we please ask that you do not allow your child to open the nursery doors and gates.
  - 4) **Please do not answer the nursery doors to anyone**, if the bell rings, please alert a member of staff.
  - 5) For the safety of the children, please do not use your mobile phone in the nursery.
  - 6) Please do not take photographs or use any type of recording devices in the nursery or within its grounds without prior permission from a member of staff.
  - 7) We have tried to make our entrance and exit gate as safe as possible, could we please ask for your co-operation in not allowing your child to run ahead of you - especially in the car park.
  - 8) Still parents are coming in to see me upset that young children have been left alone in the car whilst parents come into the nursery, please do not do this as it goes without saying that the possible consequences could be serious.
  - 9) Please do not leave siblings (of any age) in the play area or outside the building whilst you come in to the nursery to collect your child. Could we also ask that you do not allow your child to play with the toys in the free flow area as you come in the main gate.
  - 10) May we please remind you, that if you wish for your child to go home with anyone else they must be listed on your child's 'parental permission form and the nominated person must have valid I.D

#### **Busy Bees Policies**

There is a parent's file containing all of the nurseries policies placed on the window sill opposite Sharon's office. If you require any additional information relating to our policies and procedures please see a member of management.

We are always looking for ways to improve our service. If you have any suggestions on ways in which we can do this, please write them down place them in the suggestion box next to Sharon's office.

We would like to take this opportunity to thank all the kind parents who have helped us in various ways over the past year, it has been greatly appreciated.

Thanks again - Best wishes

Lorna Barker  
Nursery Manager

Rachel Davies  
Operational Manager

*Our setting is committed to safeguarding and promoting the welfare of children, young people and adults at all times and expects everybody working within this setting to share this commitment*

