



PARENTS NEWSLETTER – JANUARY TO FEBRUARY 2015

MOBILE NUMBER FOR URGENT ENQUIRIES – 07415 2659930

(Please back up any booking with an e-mail)

HAPPY NEW YEAR
(All at Ark wish you all a very prosperous 2015)

(IMPORTANT INFORMATION)

REGISTRATION FOR FUNDED EARLY LEARNING AND CHILDCARE 2015/16

Registration for funded places in Early Learning and Childcare for 2015/16 are required to be completed in the week 12 – 16 Jan 15. Forms are available from the office from Mon 12 Jan 15 and any questions can be answered by office staff.

Please be aware that this can affect all children in the 0 – 3 area of the nursery and parents should check carefully the dates of births below to see if forms are required at this point:

A child whose date of birth is between:	Will be eligible for a funded place from:	Type of place:
1 Mar 12 – 31 Aug 12	18 Aug 15	Ante pre-school (Rainbow Room)
1 Sep 12 – 31 Dec 12	5 Jan 16	Ante pre-school (Rainbow Room)
1 Jan 13 – 28 Feb 13	11 Apr 16	Ante pre-school (Rainbow Room)

As you can see from the table above this registration could have an effect on children even in the baby room, please check carefully.

Copies of the child's birth certificate are also required to be submitted with the form.

STAFF CHANGES

As indicated in a previous e-mail it has been necessary for me to make some staffing changes going into the new year, I like to keep the rooms as steady as possible with staffing but these changes are necessary, the changes that have been made are as follows:

Amy Riach has moved from the Blue Room to Team Leader in the After School Club

Vicki Gall has moved from the Baby Room to be Team Leader in The Blue Room

Emily Young has moved from the Rainbow Room to the Baby Room

I would also like to welcome Cara Phillips who will predominantly work in the Blue Room but will also be in the After School Club.

If there are any issues regarding key working please speak to the Team Leaders.

NATIVITY

I think all that attended nativity will agree that it was an excellent event and the staff and children should be congratulated for their efforts, both at the Oaks who showed a lot of appreciation and at Miltonduff Hall. I would like to thank all who contributed to the collection which allowed us to donate £400 to the Oaks who again were very appreciative.

PARENTS FORUM

It is my intention to hold my first Parents Forum in late January, I am looking for Parent Volunteers to take part in this forum which will look at the overall running of the Nursery and look towards making any necessary improvements, it is particularly important for me to get an outside perspective on this and any help you can give would be greatly appreciated. The forum would be held at a time that was suitable to all who wanted to participate and as usual tea/coffee, biscuits/cakes and childcare if necessary would be provided.

I already have two volunteers one parent who has a child in the 2 – 3 room and a parent from the 4 – 5 room, although not necessary it would be advantageous for me to have volunteers from all of the rooms to get an overall perspective. If you would like to volunteer, please contact me in the office.

TOILETING ADVICE

In Moray (No cases from Ark as far as we are aware) it was brought to the attention of the Moray Childcare Partnership that parents were showing concerns around their children coming home from childcare with soiled underwear as children are not being cleaned properly after using the toilet. MCP contacted the Care Inspectorate and the following information was received.

“The Care Inspectorate states that the expectation would be that if a child is not fully toilet trained and not able to clean themselves then they would be supported in the toilet by a member of staff, it could be in some instances staff are not aware of this as an issue – it is not an expectation that staff routinely supervise and check children in the toilet if they don't need support.”

We at Ark through our policies follow this advice and if any parents are experiencing issues around toileting please contact the Team Leader in the first instance and if this cannot be resolved please speak to me.

BABY ROOM Team Leader – Miss Tracey George

Happy new year to all, a massive thank you for all of the wonderful cards and gifts that we received over the festive period.

The Baby Room are now enjoying a lot of art and craft work activities for the new wall displays, including nursery rhymes, free painting and the children are also making 2015 calendars to take home.

It is our intention to start a treasure basket for both indoors and out for the babies to enjoy. If you have anything unused and unwanted in the house that could be added to the basket please bring it in, the idea of the basket is to allow the babies to experience unusual sounds, textures, sizes etc, these could include old keys, pots and pans and bottle tops, if you are unsure of whether an item is appropriate for this please speak to the Baby Room staff.

BLUE ROOM Team Leader – Miss Vicki Gall

Firstly from the Blue Room we would like to thank all of the parents and children for the wonderful gifts we received over the festive period, we are now back into the routine for the room and the children are working on their home corner which they are turning into a jungle and are enjoying painting and incorporating play with animals, listen out for the roars.

A plea from the team – if sleep/toileting routines change at home please let the room staff know to ensure consistency of care.

YELLOW/RAINBOW ROOM
Team Leader – Mrs Jackie McIntosh

Yellow Room 4 – 5: After the busy Christmas period and the triumphant nativity performances it is back to our usual routine with a few changes. The 3 – 5 staff team would like to thank all the parents and children who gave them such wonderful gifts and cards for Christmas.

Baking will now be on a Thursday alternating between am and pm, Gym will be on Wednesday am and Friday pm, all 3 – 5 children are to bring a gym bag. This is especially important this term as getting changed is good practice for our swimming which takes place in April/May, more details to follow shortly about the swimming.

During this term we will be turning our home corner into a shop. This will allow us to explore money and recognising coins. We will also be looking at celebrating Chinese New Year and encouraging the children to take their place in a dragon dance in one of our gym sessions.

We will have the children taking part in a new initiative which is a six week “Grow Well Choices” programme this is aimed (with the assistance of the parents) at promoting a healthy eating and activity programme. The programme will give us a twelve week health kick, including the swimming and leading to sports day where some of the activities the children have learned about may be the activities for sports day which means we will also get the parents involved with them, watch out for the tossing the caber.

Rainbow Room 3 - 4: The 3 – 4 room are also settling into their routine, they would like to welcome the three new children who have started at the beginning of January. The children are enjoying being back at Nursery and are taking part in suggesting new ideas for the home corner. We will shortly be making better use of the outside areas when the weather is not so cold, please could parents ensure that the children have appropriate clothing for the outdoor activities.

Baking will now be Tuesday alternating am and pm and Gym will be Wed am and Fri pm.

AFTER SCHOOL CLUB
Team Leader – Mrs Amy Riach

The After School Club welcomes Amy as the Team Leader, more information will be given in the next newsletter regarding the improvements being made to the After School Club.

REGULAR REMINDERS

BREAKFAST CLUB - I would like to remind everyone who have children in the Breakfast Club that the last sitting for breakfast Club is **8.20am** this is so that the children and staff are ready to begin moving to their rooms by **8.30am**.

CHILDREN'S OWN TOYS - Please discourage your children from bringing in their own toys from home. Not only can they get lost and broken but it can also cause squabbles and upset between the children. Comforters are fine.

LATE PICK UPS / EARLY DROP OFFS - Please be aware that there is a penalty which has been in force since last year. We have to timetable staff a week in advance so often if parents are late/early we do not have enough staff to cover which means I am often brought in at short notice to cover. This is really detrimental to our staff /child ratios so please let me know through the office if you are going to be late or need to drop your child off early. **Please ensure that younger children are picked up first.**

SPARE CLOTHING - Please ensure that your children have spare clothing with them in case of accidents, please return any borrowed clothes as our supplies are running low.

PAYMENT - A reminder that all bills are to be paid by the 1st of each month, if you fail to pay the bill by the 7th we will be unable to offer childcare. We are here to help in any way that we can and if there are issues or problems with the bills or the payment of them please speak to Alison or Steven at the earliest opportunity. A further reminder that Ad-Hoc bookings are payable immediately on booking. We are sending all invoices by e-mail now and if you don't receive your bill by the 20th please contact the office for another copy.

Steven McIntosh

Our staff are here to help you in any way they can, however they have a right to carry out their work without fear of abuse or intimidation. Abuse or intimidation in any form will not be tolerated

ARK Childcare has a complaints policy and if you wish to complain about any aspects of your child's care please bring this to the office where it can be dealt with in an appropriate manner for all concerned.

www.arkchildcare.net