



PARENTS NEWSLETTER

MAY - JUNE 2016

MOBILE NUMBER FOR URGENT ENQUIRIES – 07415 265993
(Please back up any booking with an e-mail)

www.arkchildcare.net

NEWS

End of Year

We would like to wish all of the children who are moving onto the next stage of their education the very best in the future, we hope and are sure that they will thrive in primary school and continue the hard work they have put in here.

If you intend for your child/children to attend the After School Club from August please ensure that you make your bookings in the office

Managing Risk – The Care Inspectorate have informed us that there expectancy of us as a nursery is to move away from a risk averse approach which restricts children’s learning and development to a more holistic risk benefit model. What this means in real terms is that we will be encouraging the children to enjoy potentially hazardous activities such as woodwork with real tools, exploring nature and playing out in all weathers and splashing in the mud and rain amongst many other activities. We hope that we will have the support of all the parents in this, in particular you can supports us by ensuring that the children have at the nursery the appropriate clothing for the weather conditions so that they can fully participate and a change of clothes.

TAX FREE CHILDCARE SCHEME – In early 2017 the HMRC will be rolling out this new scheme which will eventually replace the existing childcare voucher scheme, further information regarding this scheme can be accessed here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/208229/childcare_infographic.pdf

TOOTH BRUSHING With effect from July 2016 tooth brushing will be done on an opt-out basis throughout the nursery. Consent forms will still be required for the older children to be part of the fluoride varnishing process.

Any parents who do not wish their child/children to participate in tooth brushing should make the staff in the appropriate room aware.

SECURITY Would all parents kindly ensure that the front door is fully closed when arriving or departing the nursery. It is imperative that the door is closed securely for the safety of all the children in the nursery.

ONLINE EDUCATION INFORMATION FOR PARENTS

I have received information of a website that informs parents of their children’s education from early years and includes information about schools in the local area, how to support your children’s learning and additional support needs.

This information can be accessed at:

www.parentzonescotland.com

BOOKINGS BY E-MAIL

We will reply to every e-mail that we receive regarding ad-hoc bookings, it has come to light recently that we have not received some e-mails and we do not understand why, if you do not receive a reply to any e-mail communication that you have with us please call the office on 01343 551664.

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** and that the transport is ready to leave for the schools.

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. This could be 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.

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. Children should also have with them appropriate clothing for the weather conditions and sun-cream if necessary.

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.

INFECTION CONTROL

As the Nursery Manager it is my responsibility to ensure that infection doesn't spread. I am aware that it can be difficult for parents when working to take time off work, however, it is imperative that if your child has been sick or suffered diarrhoea they are kept off nursery for 48 hrs after the last symptom. As a nursery we have no option regarding this as we are governed by the Infection Control

Team, the repercussions for not following their policies can be serious for the Nursery. Other exclusion periods exist for other illnesses and details of these are held in the office and rooms.

MEDICATION

Parents are reminded that we will not administer medication to children who are ill, if your child is ill they should be at home, an exception to giving Calpol is if the children are teething. We can only administer antibiotics once they have been taken for 48 hours at home. If a child is on and off antibiotics for any reason please contact the office for further information.

COMPLAINTS - I realise that at times there may be an occasion where parents have a complaint about an aspect of the Nursery. I accept that this may be the case and you can make a complaint at any time, verbally or in writing. We have a policy with regards to complaints and I endeavour to respond in the time frames given. These policies are available for you to read at the front door of the nursery at all times. Alternatively you can complain directly to the Care Inspectorate and they can be contacted at:

**Care Inspectorate
Compass House
11 Riverside Drive
Dundee
DD1 4NY**

Tel: 0345 600 9527

Email: enquiries@careinspectorate.com

Steven McIntosh
Manager

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.