



Autumn Newsletter



Dear Parents,

Welcome to the autumn edition of our newsletter. Towards the end of the summer and into autumn we have been very busy; saying farewell to our previous pre-schoolers, welcoming new families and there has also been lots of children moving to their next rooms within nursery. We would like to welcome our new families and hope that all the children who left over the summer are enjoying school and look forward to seeing everyone again soon. We now feel nursery is beginning to settle and we are looking towards the autumn and Christmas period! But first, here is an update on what has been happening and what there is to look forward to over the coming weeks.

Nursery Barbeque

On behalf of the Babraham Parents Sub-Committee and the staff at the nursery, I would like to thank you all for attending, joining in and supporting Babraham Nursery at our annual barbeque on Saturday 17th September. We had a wonderful day, and a lovely turnout for the event. A special thank you goes to all the local companies for their kind and generous donations of prizes for our raffle. Photos from the day will shortly be on display in the nursery reception area.



The Barbeque this year raised over £500 in fundraising for the nursery. The Parents Sub-Committee will soon meet to discuss how to use the fundraised monies to support nursery, with the development of the home lending resources and garden being top priorities.

We have had a few parents voice their interest in joining the committee, which is lovely, thank you. If you, too, would be interested in joining the Committee, please let me know.

Open Evening

We will be holding our annual open evening on Wednesday 9th November from 6:15pm – 7.45pm. There will be the opportunity to talk to all staff within The Nursery and visit rooms that your child may soon be moving to. Each base room will be set up with the types of activities that the children enjoy, and that perhaps you do not see at drop off and collection times each day. There will be the opportunity to look at your child's Learning Journey and to discuss your child's interests and development. Please note this is an adult only event.

We are also delighted that two guests will be joining us; Mrs McKinnon, the Reception and Year 1 Teacher from Babraham Primary School and Emma Chipps, a Family Worker from our local Children's Centre. Philippa Beeby (our Deputy), will also be in the Squirrels Den, giving valuable advice on first aid, with a particular focus on choking.

For more information please see the attached letter (a hard copy is also available in your child's base room).



Staffing News

Over the last few weeks there have been a few changes to the staff team, with three staff beginning their Maternity leave and others leaving to pastures new. We are really pleased to let you know that we have welcomed new staff to nursery and all of the replacement posts have now been filled.

For some time, **Karen Palazon**, one of our Deputies, has been interested in pursuing a career in teaching. After completing her degree, Karen was given an exciting opportunity within a Reception class at a local Primary school to work and train to become a fully qualified teacher. We wish Karen all the best in her chosen career. **Philippa** is currently taking on the sole role of Deputy. We are very lucky to employ so many experienced, knowledgeable and highly qualified staff, especially within our Senior team, who are taking on more responsibility and becoming more involved in the operation of the nursery.

Today is **Amy Gray's** last day at nursery before commencing her Maternity leave. **Eleni Roads** will be working with us over the coming months as Senior Nursery Nurse in the Squirrels Den, joining us a few weeks ago to get settled before Amy leaves. Eleni has many years of experience within early years and has been working with young children in Cyprus for the last 9 years before relocating back to England with her family this year.

Emma Edwards is also expecting her first child, and began Maternity leave last Friday. **Ben Smith** and **Ceri Smith** are working in the Caterpillar room covering this post over the coming months.

We welcomed **Gill Edgar** to the Pre-school room at the beginning of October as a full time Nursery Nurse. Gill previously worked in a nursery class at a school and has just completed her Foundation Degree. Gill is the permanent full time staff member within Pre-school.

We are delighted that **Sarah Wale** returned at the beginning of September in a part time capacity after having baby Darcy. From next week, Sarah will be working in a Senior capacity at the end of the week to cover the rest of Kate Foster's Maternity leave.

Janet Else will be joining us after half term in the Caterpillar room following **Asa French's** departure at the end of September to move to another nursery. Janet also recently completed her Foundation Degree and has many years' experience within early years.

Debbie Walton decided to leave in September for a job closer to home. **Isabel Martinez-Alvarez** is now working as the permanent full time Nursery Nurse in the Squirrels den.

We would like to extend our congratulations to **Sian Hemingway** who recently gave birth to a baby girl who they have named Elsie. Sian has been in a few times and you may have seen Sian and her partner Dan, with Elsie at the nursery barbeque. **Sam Hancock** is covering Sian's Maternity leave in the Caterpillar room, as Claire Window decided that she would like to spend some time with the

younger age group upstairs. Sam has a degree in early years and previously worked in another local nursery as a Room Leader.

We welcomed **Chloe Dover** to the team in September as our new Apprentice. Chloe was here in the Spring as a student and has decided that she would now like to pursue a career in early years. Chloe will be gaining experience in all rooms of the nursery and attending college one day per week.

Photographs

CI Photography visited the nursery earlier this week to take individual photographs of all the children who were present, and also those families who came into nursery especially for the event. The photographer has advised us that the proofs will arrive at nursery towards the end of next week (w/c 24th October) and the final photographs should be dispatched to nursery by the end of November. We hope you all like the photographs. We saw some beautiful smiles on the day from some children, although others were a little shy! The nursery receives a percentage of all sales of photographs, all of which is added to the fundraising pot and used to benefit the children and families who attends.

Reports and Learning Journeys

The staff team are currently writing termly reports on each of their key children. The headings are based around the areas of learning and development as described in the Early Years Foundation Stage. This report is a four monthly summary of your child's progress at nursery. We will, as usual, send out two copies of the report home; one to keep and the other to sign, comment on and send back to nursery. Reports will be available from Monday 24th October.

Every child in nursery has their own personal Learning Journey file, held in their current base room. This file begins when each child starts nursery and displays each child's individual progress linked within the Early Years Foundation Stage. It contains photographs, ongoing observations, termly reports, notes from home (such as Lily pads and sharing leaves). When your child leaves the setting, this will go home with you to keep. At any time you are very welcome (and warmly invited) to look through the file. If you would like to take the file home over a weekend to look at it, we ask, for the purposes of Ofsted, that you sign it out of the room and on returning sign the file in again.

Christmas events

Last year we all really enjoyed our Pre-school Christmas concert in our local church in the village. Therefore, as it is not possible to hold a whole nursery play whilst the Conference centre rebuild is still in progress, we will again be holding a festive Christmas concert at the Church for all our Pre-school children. The concert will take place on the afternoon of **Friday 9th December**. We would like to thank you for your continued support; we



appreciate that many parents enjoy our whole nursery plays immensely and we have been very lucky to have the use of such a large space in the past, but unfortunately, this year, we do not have the space for such a production. Therefore, this **event will be for the children who are beginning their Reception year in September 2016 only.**

Ducklings, Caterpillars, Squirrels and Pelicans will be holding different festive events over the season to which you will be warmly invited to join in with. For instance, the Squirrels will be having a crafty Christmas morning, whilst the Pelicans will be having a snowman sing-along.

All of our other Christmas events, including the nursery party (including a visit from Father Christmas) and our festive lunch, will continue as in previous years. More details on our Christmas events at nursery will follow in our Christmas Newsletter. All events can be found on our website.

Mobile Phone and Camera policy

All early years settings are legally required to have both a mobile phone and camera policy for use with parents, staff and others who access the setting. This is to safeguard and protect the children who are in our care. We would like to thank you for your continued support in ensuring these policies are adhered to at all times.

We would like to take this opportunity to remind current parents and inform our new families of our mobile phone policy for parents and visitors:



Please note 'Babraham Nursery insists that all parents and external individuals who come on to nursery premises refrain from using mobile phones at all times. Photographs should never be taken on mobile phones on nursery premises during nursery hours'.

Similarly our photograph policy aims to balance our safeguarding responsibilities with the natural wish that all families like to take photographs of their child at special times and of key milestones. We feel that nursery is an integral part of the community and our families' lives. Therefore our policy states:



'We recognise that during the year Nursery events such as the BBQ, Sports Day, birthdays (special events) or the Christmas Play parents wish to take photos/recordings of their child using their own devices. We are happy for parents to do this. We ask that whilst we would prefer that they only take photos/recordings of their child, we recognise that at times other children may also be captured in the image or recording. If a parent does not wish their child to be photographed by another parent or non-Nursery device then they need to inform Babraham Nursery in writing. In this instance that child will remain with a nursery member of staff who will ensure that that child is not photographed or videoed by another parent or non-nursery device

Photographs are used regularly to support child observations, and as part of recording the children's time at nursery. At nursery we feel that photographing and capturing children in play is a valuable tool in observation. These images are stored in children's files. Parents who are not happy with this should inform us in writing.

Infection control guidance

The nursery, in line with all childcare settings and schools, follows the guidance set by Public Health England with regards to infection control. This guidance also states the period a child should be kept away from the setting should they become unwell. I have attached the guidance from Public Health England for your information.

Other Information

We realise parking can be quite difficult at key times of day in nursery, but we would be really grateful if people could refrain from parking on the double yellow lines and on both sides on the road. This is for the safety of the children and other pedestrians as they arrive and depart the setting. Many thanks for your cooperation in this matter.

As many of you may be aware, currently the automatic button release is not working on our main entrance in Reception. This is currently being fixed, but we would be really grateful if families could try to ensure their children push the button more gently in future. Thank you!

Dates for your diary

Wednesday 9th November – Open Evening

Babraham Nursery will be open as usual on Friday 23rd December and will remain closed until we re-open on Tuesday 3rd January 2017.

Friday 7th July 2017 – Nursery Closed for Staff Training Day (no fees will be charged for this day).

If you would like to contact me, give feedback or have a chat, please feel free to pop into the office. Alternatively, you could call the nursery or send an email to the address below. If you would like newsletters and updates to be sent to a different email address, please email me alison.bishop@babraham.ac.uk and I will update our mailing list.

Kind regards,

Alison

Nursery Manager

HOLIDAY/ABSENCE FORM

Please complete this form to register holidays or any other periods of absence.

Name of child Base Room

My child will be absent from.....to.....(inclusive)

Signed.....Name.....Date.....

Office use only

Base Room Computer Diary