**Georgie Porgie Newsletter October 2017**

**Dates for your Diary**

Halloween party – Tuesday 31st October (just for Tuesday children)

Children in Need – w/c 13th November

Christmas Jumper Day – Friday 15th December

Badgers Christmas Play – Friday 15th December

Bunnies and Hedgehogs Christmas party week – w/c 18th December

Squirrels and Badgers Christmas party – Friday 22nd December

Information will follow regarding these events in due course.

**New Staff Members**

We would like to welcome Emily (nursery practitioner/keyperson in Little Hedgehogs) and Chelsea (nursery practitioner) to the team. Both have a level 3 qualification in childcare and education.

**Website**

Our new website is currently under construction. We shall inform parents once it is up and running! Please remember to return your photograph consent forms.

**Children’s Learning Journeys**

You can view your child’s learning journey at any time. You can contribute to your child’s learning journey by writing things down or taking photos of things that your child has done out of nursery and handing it to their keyperson. You can also write comments and thoughts in the learning journey using a red pen. E.g you could write that you like a photo of your child hiding in the nursery garden and that they often hide under the table at home.

**Medicines**

Our medicine policy states that we will only administer prescribed medication or Calpol and Nurofen if children are unwell whilst at nursery. There is no need to bring in your own Calpol or Nurofen as we have plenty on the premises. If a child has been prescribed antibiotics, requiring 3 doses per day, we will administer the 2nd dose. If 4 doses per day are required, we will administer the 2nd and 3rd dose. We will only administer prescribed medication if we have seen the prescription label, so please don’t throw away the boxes that medicines come in!

**Car Park**

The car park can become very busy at times. Please drive very slowly as you pull in and out of the carpark as children are around. Please be patient during our busiest times and don’t block other drivers in.

**Mobile Phones**

Please be reminded that the use of mobile phones is strictly prohibited within the nursery. If you are taking a call please ensure you hang up before entering the building.

**Children’s Safety in the Nursery**

Please be reminded that once your child is let out of the room when you collect, they become your responsibility. Please do not let your child run up and down the corridors, up the stairs or through other rooms, etc as there are no staff members to look out for them. If you need to talk to a staff member please leave your child in the room whilst you do so.

**Changes in circumstance**

Please let us know if you change name, address, phone numbers, etc so we can update our records.

**Fees**

Fees are payable one month in advance and are due on the first of each month.

**REMINDER** – we no longer accept cheques. Fees can be paid by cash or BACS. If you wish to pay by BACS the details are:

Account number: 68552815

Sort code: 60-02-39

Please ensure you pay the correct amount and on time so as not to incur a late payment charge.