



## Welcome

We would like to say a warm welcome to all of the children and families at the beginning of our new nursery year. We hope you have enjoyed the Summer break. Although it is early days, the children have settled very well and are making relationships with their key people and other peers.

## Nursery News

Two members of staff, Lindsey and Laura, have recently had a baby. Lindsey had a little girl, Sadie, and Laura had a little boy, Jude. Both staff members are on maternity leave, however they will be popping in to see the children. We have 5 new members of staff who have joined our team recently. Alison Jones has joined us as our teacher, Allison Eve is working part time as a Nursery Practitioner, Julie Dean has joined us as a Learning Support Officer and Rebecca Thirlaway has started as our new apprentice. Our longstanding caretaker, Margaret, retired in July and we are pleased to welcome John Maudling in her place. We know that all of the new staff will be a great asset to our team.

Very recently we received some very sad news about the passing of a previous member of staff. Mrs Elizabeth Corrigan worked at our nursery for over 25 years and touched many children's lives during this time. We were really saddened to hear of her death and have sent our deepest sympathies to her family.

## Keeping Our Children Safe

Our nursery is committed to ensuring that all children are safe and kept from harm – this is called Safeguarding. Safeguarding children is the responsibility of everyone, however we have particular people who are Designated Safeguarding Leads in our nursery.

Our Safeguarding Leads are **Natalie Parkinson, Alison Jones and Jenny Young**. We also have a Governor who supports us in this role called Jane Long.

If you are concerned about the safety or welfare of any child, you are able to speak to them at any time.

We have a Child Protection Policy on our school website that contains lots of information and parents are very welcome to read it. Information leaflets are also available in our entrance, if parents would like to take one.

## Key Groups

Your child has a special Key Person while they are in nursery. This is the person who they will spend time with when they first enter nursery. You can talk to your child's key person at any time, whether this is to pass on information or if you have any questions or concerns.

## Security Passwords

On admission, we ask you for a security password which is added to your child's file. This password can be used if someone different is picking your child up from nursery. Please try to remember to let us know if this is going to happen by phoning the office, or by speaking to your child's key person

## Early Years Foundation Stage Framework (EYFS)

In Nursery we follow a legal document called the Early Years Foundation Stage Framework. It includes welfare requirements that support us in keeping your child safe and also sets out 7 areas of learning and development that help us to plan activities and experiences.

The website– [www.foundationyears.org.uk](http://www.foundationyears.org.uk) has a wealth of information about the Early Years including 'What to expect, when' and 'A Parents guide to the EYFS'. Both of these publications are well worth looking at and are available to borrow from the Cloakroom area.



## School Fund

In order to provide daily snacks for children and to assist with the cost of play dough and baking ingredients we ask for a weekly contribution of **£1**.

This can be brought to nursery on your child's first session of the week and handed to their key person. Can we apologise if our new parents did not receive this information during their child's visit sessions.

**Names in belongings-** Please could you ensure that your child's name is written inside their clothes, especially in jumpers and cardigans. As you can appreciate it can be very difficult to locate a lost item of clothing if it is not labelled.

**Toys from home-** Please could we ask that children do not bring in toys from home. We are really worried that these could get lost or broken, and on occasions they are causing difficulties between children. If your child needs a comforter, please speak to their key person.

### Our Governing Body

Our nursery has a Governing body who support the Head teacher and staff in managing and developing our school. This group is made up of members of the local community, parents, staff and representatives from the Local Authority. The Governors visit our school and you may see them across this half term.

We currently have some vacancies for Parent Governors and would like to invite any interested family members to speak to Natalie to find out more about the role. The names and roles of our current Governors can be found below. Please be aware that any suggestions, questions or comments from parents can be brought to the Governing body through speaking to Natalie the Head teacher or to one of the other Governors.

#### Chair of Governors

Jane Long

#### Vice Chair of Governors

Stuart Gibson

### 30 hour nursery entitlement for some 3 and 4 year olds

Some children of qualifying families are able to access 30 hours of education and care. You may have heard it referred to as '30 hours free childcare'. Eligible children are able to access this the term after their 3rd birthday.

You can get further information, check your eligibility and apply on line at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk).

If you would like further information please speak to Natalie or a member of the office staff.

**If you currently receive 30 hours at our nursery, please can we remind parents that they need to reapply every 3 months. You should receive an email to remind you.**

### Medical Conditions and Medication in School

If your child has a medical condition, including asthma or excema, please speak to a member of staff as we will need to fill in a care plan with you.

If your child requires medication whilst at nursery, please speak to **Gemma** as we must fill in consent forms before we can administer it.

### Book Club

Each term we hold a book sale in nursery, where books are sold at approximately half the recommended retail price. Children are able to save weekly, enabling them to select books on the sale day.

If you would like your child to save in our Book Club please hand any contributions to your child's key person, along with their school fund.



### School website and Facebook page

Our nursery has a Facebook page and website with lots of helpful information on. [www.hordennursery.sch.uk](http://www.hordennursery.sch.uk)

Please like and share our Facebook page.

You are able to message our facebook page if you need to, however please be aware that we aren't always able to reply outside of nursery hours.



### Our School App

Please download our App on to your smartphone. You can keep up to date with news and events and reminders and notifications can be sent to you.

### Jumpers, Cardigans and Coats

We are expecting a delivery into nursery very shortly and will let parents know when they arrive.

Prices are as follows-

Jumper £8.00, Cardigan- £9.00, Coat- £20

### Extended day sessions and lunch club

We are currently able to offer a limited amount of extra sessions to children. These can include full day sessions, lunch club and breakfast club facilities.

Please speak to Natalie if you are interested.

### Nursery Clothes Bank

We have a cupboard in the main reception area which has lots of donated uniform including cardigans, jumpers, trousers, skirts, dresses etc.

Please help yourself to anything you would like.

### A message from our 2 year old room..

Amy and Charlie kindly ask that parents bring in a pair of wellies and a pair of slippers for our younger children.

### Packed Lunches

We have a Packed Lunch policy which has been written using guidelines form Durham County Council. If your child attends across a lunchtime you can view this on our website or collect a copy from the Office.