

CHIDDINGSTONE NURSERY SCHOOL

Chiddingstone Castle
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10th September 2018

NEWSLETTER - AUTUMN 2019

Welcome

We hope that you have all had an enjoyable summer break. A big welcome to all the new children and their families who have joined the nursery; we hope you will make lots of friends and be very happy during your time with us. We are looking forward to hearing how our leavers have settled into their new schools and wish them every success for their future.

We will be arranging meetings with our new families towards the end of September to discuss how you feel your child is settling in at nursery and their online 'Learning Journal'. During the settling in meeting, please feel free to discuss anything else the nursery can put in place to continue to aid a smooth transition from home into the nursery.

We hope you have enjoyed the photos we have taken of your children's "my first week sheet" at nursery. These are also displayed on the digital picture frame in the entrance hall for you to enjoy prior to collection, providing snippets of information about your child's nursery morning and to chat about between your sessions.

Nursery Uniform

Chiddingstone Nursery uniform is now provided through Horncastles in Sevenoaks. Parents have assured the nursery that this is better quality compared to MyClothing online (www.myclothing.com) who also provide the nursery with a certain percentage of the sales returned to the nursery charity funds. The nursery also has second hand uniform available with proceeds going to the PTA.

Safety and Security Reminder

During the summer holidays a new secure entrance system has been fitted and a code is now required to be put in the keypad prior to the gate release being activated. There is a 20 second delay before the gate is closed and locked. This now means an adult must escort the children in and out of the nursery daily and we ask that your child remains with you to and from the car park in order that the children remain safe and secure. To exit the nursery the green button on the wall will need to be pressed to unlock the gate.

If you arrange for your child to go home with other children and their parents or is to be collected by another adult, please ensure that you write the details of this collection in the book outside the office. This book is checked every day. **If details have not been recorded, we will not be able to let your child leave until we have contacted you for confirmation of the arrangement.** If you have arranged for regular collection of your child, please email details to us and we will keep these stored in the book. We will ask the unknown adult collecting the children for personal details as an extra security measure and would appreciate your support with this.

Emergency Contact Numbers

Could we ask, if you have not already done so, you provide the nursery with two emergency contact numbers that we can use if we are unable to contact either parents. Please ensure that these people are as local to the nursery as possible and that the contacts are aware that they have been put forward.

Collection Policy

Could I just remind all parents to collect your children on time as the nursery staff have their own children to collect and commitments outside of the nursery. Two members of staff are required to be present with any child left, so please make provision if you think that you may be late and inform the nursery of any different arrangements. This is also

important if, at the last moment, someone else collects your child whilst you wait in the car park or outside, this will avoid any additional charges.

If planned, please tell your children what is happening and write the details (including phone numbers) in the Collection Book which is kept outside the office. If you are aware that we may be unable to contact you please make sure your emergency contacts will be available, as we have had occasions when children have been taken ill and we have been unable to make contact with either the parents or emergency contacts.

Parents will automatically be contacted in an emergency, but if this is not possible the emergency contact number on the admission form will then be consulted for an alternative grandparent or authorised person. Please ensure this is completed correctly on the admission forms and they are aware of this arrangement.

Allergy Update

Please would you inform a member of staff of any allergy or medical changes to your child's health and well-being.

Illness

If your child is feeling unwell please **do not** send them in to nursery. We are not permitted to administer Calpol or any other over the counter medicines and therefore request that your child is cared for at home if they are feeling at all unwell or are under the weather.

In the case of diarrhoea and/or sickness please note that we require **a minimum of 48 hours clear following the last episode** before your child returns to nursery so that it is not spread to the other children or staff.

Medication

The nursery is only allowed to administer prescribed medication. If your child requires any prescribed medication whilst s/he is at nursery could you please hand it to a member of staff, clearly labelled and complete a written permission form and instructions for storage and dosage. Please **DO NOT** leave it in the child's lunch box or bag, as it must be kept away from the other children and stored securely.

Lunches

We have children attending nursery who have several allergies and therefore we ask that you please be extra vigilant and ensure that packed lunches **do not** contain any nut products (including peanut butter and nutella) or sesame seed products. Please would you also remind your children at home that, although we share at snack time, we do not share any of our lunches.

Bad Weather Policy

This is a policy I hope we won't need this term, but just in case may I remind you of our procedures should you suspect the nursery may close due to bad weather. The nursery will not be open if:

- there are insufficient staff to supervise the children safely;
- the temperature in the building is not reasonable to work in;
- the toilets and/or water supply are affected.

At present, should the nursery be closed due to bad weather, notification of closure will be advised via KM/FM radio, Heart Kent or BBC Radio Kent - and will be listed with Chiddingstone School. Please log onto the School Closures list on kmfm.co.uk website.

If you have access to a computer, any information will be quickly uploaded and available on the nursery website at <http://chiddingstonenursery.co.uk> and a Parent mail communication will be sent. In the event of Chiddingstone Primary School being closed due to bad weather or lack of power the nursery will also be closed.

The nursery mobile number is 07818929117, however, if the closure is unexpected, this may still be at the nursery.

Cascade Call System

We also have a cascade call system, which supports effective communication in time of closure if the website and parent mail do not function. If there are any changes to your contact details that need to be made, please notify a member of staff as soon as possible

Pupil Premium

We would encourage all parents who are eligible to sign up to the Pupil Premium Government initiative as the benefits of this additional funding to assist individual children have been well documented. If you have any questions, please do not hesitate to speak to me. Any information is kept confidential.

PTA - Thank You

We must extend a special thank you to all the parents who have supported our Nursery PTA in fundraising. At the end of the summer term, with the PTA funds, we were able to purchase a Buddy Bench, redecoration of the entrance hall and a new stage area is planned.

We would also like to welcome our new PTA members, one of whom will represent the parents on the Nursery Management Committee. We would like to extend our thanks from the children, staff and Management Committee to the outgoing committee members for all their time and support.

If any parent would like to support the nursery by becoming a PTA member or Member of the Management Committee please speak to a member of staff.

Our last thank you is for the grand total of £71 collected and donated to Dr Barnardo's Children's Fund from our Big Toddle in July 2019.

Session Allocation

There are currently the following sessions available:

11 on a Monday morning;

11 on a Monday afternoon;

14 on a Tuesday morning;

13 on a Tuesday afternoon;

0 on a Wednesday morning;

5 on a Wednesday afternoon;

0 on a Thursday morning;

0 on a Thursday afternoon

6 on a Friday morning.

If any parent would like to take up any of these additional sessions this term please speak to a member of staff.

Sessions will be allocated by age priority to children attending the nursery before offering them to children on the waiting list.

Sessions allocation for January 2020 will be available for you to either confirm the sessions you require or book additional sessions, the form will be in the entrance hall within the first 3 weeks of term, please put a tick against your child's name so we can see you have checked the places you require.

Eddy the Teddy and our new Laika the Dog

Each child is given the opportunity to be the special person. This privilege gives them opportunities to be leader, sit on the special cushion, choose and turn on the tidy up music and take home 'Eddy the Teddy' or 'Laika the Dog' which must be brought back at the next session they attend, if not before. Eddy the Teddy and Laika the Dog are transported in a draw string bag. The special person can put something from home for Show and Tell in the bag to share with their friends. This has been introduced to encourage links between nursery and home, involving parents in their child's learning opportunities.

Please could Desmond the Dog be returned as soon as possible as he is still missing from last term.

Nursery Lunch Clubs

If there is sufficient interest, the nursery will be offering a lunch club at the end of a Monday and Tuesday session. These extra sessions will run from 12noon for one hour. The children will be able to stay on to eat their packed lunch in the nursery before being collected at 1.00pm. There will be an additional charge of £6.00 per lunch session these will need to be booked in advance. Commitment for lunch club will be for the duration of a term and will be invoiced as such in order to organise staffing. The lunch club will only be offered while attendance numbers are low on these two afternoons.

Snack

Please can we remind you that each child needs to bring in a piece of fruit, vegetable, crackers or cheese in EVERY morning that they attend as the children get very hungry by snack time. In addition, at snack time, the nursery offers the children oatcakes, crackers, toast or breadsticks.

Coffee Morning

The PTA organise a coffee morning for new families and carers. Please look at the Parent notice board on the left inside the entrance hall for details. It is a good opportunity to meet both new and existing parents as part of the nursery transition process.

Waterproof Clothing

As the weather changes, please could children be dressed appropriately for colder weather, including named wellingtons, which we can store on our boot rack. As the weather becomes colder, warm coats are essential as the children are offered daily outside play and need to be dressed accordingly. Waterproof trousers can be provided by the nursery. Please could all children have a spare set of clothes on their pegs or in their trays that they could be changed into if they get wet from puddles or accidents. Please leave these in a named bag.

Important Castle Request

The Castle and its' grounds are a very special environment for the children to learn from. Please read the reminders from the Castle at the end of this newsletter.

Reminders

Book Bags and Aprons

Nursery book bags are available from the nursery for £4:50.
Aprons are provided.

The Library

The Nursery Library opens this term on Monday 9th September 2019. This is to encourage the children to choose books at nursery to read at home with you. Please, if any parent could spare 15 minutes any morning between 9:00-9:15am to run the library it would help enormously. All children benefit from support and encouragement to enjoy books and this helps towards developing their reading skills when they move on to primary school. Please could any outstanding books from last term be returned.

Session Invitations

These have been sent out and offer parents/carers the opportunity to enjoy a morning, an hour or an afternoon in the nursery with your child and speak to their key person. If the morning/time allocated is not convenient please let a member of staff know an alternative time and we will change it to a more appropriate day.

You will also be able to keep up to date with week to week events on the nursery website: <http://chiddingstonenursery.co.uk> and on our nursery Facebook page.

We run a 'link book' for children who attend another nursery or a childminder. It is used to provide continuity for your child and for us to link up with other nurseries/childminders with regards to your child's activities. We would be grateful if you could pass this between settings.

Have a happy term.

Jill McCoy
Nursery Leader

DATES FOR YOUR DIARY

Monday 9th September
Friday 20th September
TBA
Friday 18th October

Nursery Library opens
"Jeans for Genes Day"
Parents coffee morning
Last day of term

Monday 21st- Friday 25th October

Half Term

Monday 28th November
Monday 2nd December
TBA
TBA
Wednesday 18th December

Return to nursery
Nursery Nativity 9.30 a.m.
School Xmas Fair
Nursery Xmas Theatre visit
End of Term and Christmas Party

Thursday Lunch Club

My child _____ :

1. Wishes to attend a Monday lunch club until 1.00pm in addition to the sessions they already attend at £6.00 a session.
2. Wishes to attend a Tuesday lunch club until 1.00pm in addition to the sessions they already attend at £6.00 a session.
3. Is not interested in attending a lunch club at present.

(Please delete as appropriate)

Signed _____

REMINDERS FROM CHIDDINGSTONE CASTLE

We at Chiddingstone Castle want to be sure that all our visitors and all those who use our car park can enjoy our grounds safely and for as long as possible.

Safety

- Please park carefully in the car park paying attention to signs, parking cones etc.
- Please be vigilant not to park three-in-a-row nose to tail - the middle car gets trapped in!
- Please do not allow your children to climb on or jump off the haha wall - it is an historic structure and will not withstand this kind of use
- Please do not allow your children to climb trees in the grounds
- Please do not allow your children to 'chase' garden machinery, such as the Castle's small tractor and the contractors' big tractors!
- Please keep to the paths
- Please no cycling in the grounds
- Please keep an eye on your children in the car park - it is a very busy place and they can often not be seen if playing amongst the cars
- Please keep dogs on leads at all times and please clean up after your dog (poo bin in the car park)

Longevity

- Please remember that the Castle is a charity and needs everyone's support to remain open to the public and, therefore, for the car park to continue to be able to be used in this way by the village - do please drop into the Tea Room or the Gift Shop at the back of the building for an ice cream or a cuppa. This does not require an admission ticket to the Castle.
- Please respect the Castle's paying visitors and do not use our white tables at the front of the Castle for picnics (the picnic area is under the trees by the car park). If you would like to enjoy the Castle's grounds before or after school, a contribution in one of our honesty boxes would be gratefully appreciated
- During the Castle's weddings and private functions, signs will be placed at the main gate and the village gate and there will be no access to or from the village (the village gate will be padlocked). The School and Nursery will be notified of these dates
- Use of Chiddingstone Castle grounds is by permission only - it is private property, not a public park, and there is no public right of way across any part of the grounds

~ Thank you for your cooperation ~