



# Autumn Term 2024

## Newsletter

Welcome to our termly newsletter. We would like to welcome all our new children and their families. I am pleased to say that all children are very settled and developing at their own unique level.

Sorry it is a bit of a long letter but please read to the end as it contains some important information especially about Christmas.

### **FUNDING**

Just to explain how all the new funding works. The government offer 15 funded hours for the following:

- working parents with children from 9 months to 3 years
- under the '24U' criteria
- for children 3-5 years (universal offer).

If your child is in receipt of this you can use it 2 ways, as follows:

- 1> 15 hours funded Term time only – this means funding is for 38 weeks of the year, so NO funded hours during school holidays.
- 2> 11.5 hours funded all year round for 50 weeks of the year.

The government offer 30 funded hours for the following:

- 3- & 4-year-olds from working families.

If your child is in receipt of this you can use it 2 ways, as follows:

- 1> 30 hours funded Term time only – this means funding is for 38 weeks of the year, so NO funded hours during school holidays.
- 2> 23 hours funded all year round for 50 weeks of the year.

Parents/Carers will need to decide how they want to use their child's funded hours when they enrol with us or the beginning of each academic year, as these can not be changed halfway through an academic year unless extreme circumstances.

Can parents/carers please ensure that nursery funding forms are completed or resigned each term when they are given to you by staff, as without these being up to date, we are legally not allowed to claim funding for your child. Can I also remind parents/carers that it is your responsibility to go to your online funding portal and renew your child's funding every 3 months, because failure to do this will result in the government stopping your child's funding and you will need to do a new application if this happens. You should get an email reminding you to update your funding every 3

months from the government, but I would not rely on this, I would be marking it on your calendar as we know from experience the reminder emails do not always get sent.

## **PAYABLE SESSIONS**

Currently we charge £3 per day for a cooked lunch, but after reviewing our payment structure we have decided to charge a daily consumable rate instead of a lunch charge. The consumable rate will be £3.50 per day, and this covers food, craft resources, wipes and the washing cost of flannels used etc. **All** children will be charged the consumable rate for each day they attend, and it does not matter if your child attends for 2 hours or the full day the charge will remain the same. After reviewing different models other nurseries use, we have decided that we want to keep our charge as low as possible and as simple as possible, as some nurseries are charging a consumable rate for every hour the child attends or for different times they are there throughout the day, but we felt this would be more costly to yourselves and make it harder for you to budget. This will come into effect from 1<sup>st</sup> November 2024.

Monthly invoices are done the Monday following the last Friday of the month, Parents/carers have till the 18<sup>th</sup> of the following month to pay. We are noticing quite a few payments are being sent after the 18<sup>th</sup>, so as from 1<sup>st</sup> November we are going to be stricter and will be applying the £25.00 late payment fee to any fees that do not show in Kidszone account on or before the 18<sup>th</sup>, I am sorry, to have to do this but I need to ensure they are all paid on time due to our outgoings.

Just a quick reminder that all absences must be paid for except for Bank holidays.

## **SESSIONS**

We are full currently and have very limited spaces available each day, so if you are on a rota we need your child's hours by 6pm on a Thursday to guarantee their space. If any parent/Carer needs to swop their child's session we need as much notice as possible, as I appreciate that there are occasions it is necessary to swop days/times etc.

## **THINGS TO REMEMBER**

Can parents/carers please try and buy/send nappies in for their child, if required and only pull ups if your child is Potty Training.

Can you please ensure all children's items are clearly labelled as you may only have 1 pink Peppa pig coat but we can have 6 or 7 at any one time. When labelling your Child's items please remember to do Hats and gloves. There is not a need to send a scarf in with your child as these are lovely when you're walking out and about but can be dangerous when playing on different play equipment.

Children are NOT allowed to wear crocs to nursery, as during the summer we have had several accidents due to these being worn. Crocs are not suitable footwear and stop your child accessing our play equipment safely and appropriately. During the winter months children are welcome to bring in labelled wellies to access the outdoor area, but they will need to bring alternative footwear to wear inside, as wellies are not suitable for all day use.

Morning drop offs should not be before 7:30am and collections should be by 6pm, as we are only insured between these hours.

Can I also remind Parents/carers that staff hours are allocated around the children's booked sessions, to ensure that the child/staff ratios are always maintained, so can you please ensure that your child is dropped off and collected on time. Failure to collect your child on time will result in you being charged £15 per 15 minutes they are late. However, we do understand unexpected circumstances happen i.e. road traffic accident, so in these cases we may not charge you the late

fee but ask parents/carers to communicate with us, if safe to do so. Late fees are at the discretion of the owner.

### **CHILDREN IN NEED – Friday 15<sup>th</sup> November**

For children in need this year we are inviting children and staff to dress up in Pudsey outfits or spots for a £1 donation. We will also be selling Cakes on the day. If parents/Carers would like to donate cakes for our cake sale you are very welcome. During the day we will be having a Pudsey and Peppa Party for the children.

### **CHRISTMAS FAIR – Sunday 17<sup>th</sup> November – 1-3pm**

We are joining with the Community Centre to host a Christmas Fair. We will have lots of different stalls and the bouncy castles.

### **CHRISTMAS PLAY – Saturday 30<sup>th</sup> November – 1:30 – 2:30pm**

Pre-School children are performing our Christmas production 'The Twinkly Nativity'. If you would like to join us, please complete the form below and return it by Friday 22<sup>nd</sup> November. There is a charge of £1.50 per person attending and initially we are limiting it to 2 people per child. As our production is early this year, we are not having Father Christmas, so he will be joining us on Christmas Dinner Day.

### **CHRISTMAS JUMPER DAY – Thursday 12<sup>th</sup> December**

We are inviting all children in that day to join the staff in wearing their favourite Christmas jumper.

### **CHRISTMAS DINNER - Wednesday 18<sup>th</sup> December**

Our Christmas dinner is on Wednesday 18<sup>th</sup> December, if your child attends that day there will be an additional charge of £2 for the dinner. If your child does not normally attend on a Wednesday and you would like them in, they are welcome to join us from 11:15am – 1:15pm for a charge of £12. Father Christmas will be joining us after our lunch to hand out some early presents to all our good children. If you would like your child to have Christmas dinner, please complete form below and return by Friday 22<sup>nd</sup> November.

#### ***Christmas Dinner Menu***

***Roast Turkey, Pigs in Blankets, Roast & Mash Potatoes, Carrots, Sprouts, Peas, Sweetcorn & Gravy.***

***Christmas Chocolate logs.***

(all dietary requirements will be catered for)

## **CHRISTMAS HOLIDAYS**

There is no funding available from Monday 23<sup>rd</sup> December 2024 till Friday 3<sup>rd</sup> January 2025, this is due to how the stretched funding is now divided.

Below is a list of days/times we are open over the Christmas period, please note that our opening hours are different on some days. If you require your child to come in, you need to complete form below and return by Friday 22<sup>nd</sup> November 2024, all booked sessions are payable.

Monday 23 <sup>rd</sup> December	- Open 07:30 – 18:00
Tuesday 24 December	- Closed
Wednesday 25 <sup>th</sup> December	- Closed
Thursday 26 <sup>th</sup> December	- Closed
Friday 27 <sup>th</sup> December	- Open 08:00 – 16:00
Monday 30 <sup>th</sup> December	- Open 08:00 – 16:00
Tuesday 31 <sup>st</sup> December	- Open 08:00 – 16:00
Wednesday 1 <sup>st</sup> January	- Closed
Thursday 2 <sup>nd</sup> January	- Open 07:30 – 18:00
Friday 3 <sup>rd</sup> January	- Open 07:30 – 18:00

If you need to change any of your hours in December or your child is on a rota, we ask that you notify us by 22<sup>nd</sup> November what you need for December, as we have staff on holiday in December so need to do staff rota's in advance.

## **SPRING TERM**

We have a PD Day on Monday 6<sup>th</sup> January, so all children who have a Term Time only contract/funding will not be in this day, but all your child is an all-year-round contract they can come in.

All children are back on Tuesday 7<sup>th</sup> January 2025.

Spring Term Half Term – Monday 17<sup>th</sup> February – Friday 21<sup>st</sup> February

PD Day – Monday 24<sup>th</sup> February

First Day of 2<sup>nd</sup> Half Term – Tuesday 25<sup>th</sup> February.

## **STAFF**

Louise has now gone on maternity leave, so we would like to wish her good luck and eagerly wait for the arrival of her new baby.

Sadly, on Friday 13<sup>th</sup> December we are saying goodbye to our much-loved cook 'Jan'. Jan has been with us just over 4 years and has cooked thousands of scrummy dinners for the children, we will truly miss her and wish her all the best in her retirement.

**CHRISTMAS PLAY – Saturday 30<sup>th</sup> November 1:30-2:30pm**

Form To Be returned by Friday 22<sup>nd</sup> November

CHILD'S NAME.....

PEOPLE ATTENDING @ £1.50 PER PERSON: .....

PAYMENT ENCLOSED: £.....

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**CHRISTMAS DINNER – Wednesday 18<sup>th</sup> December**

Form To Be returned by Friday 22<sup>nd</sup> November

CHILD'S NAME.....

My child normally attends on a Wednesday and Requires Christmas Lunch @ £2 Yes/NO

My child would like to attend just for Christmas Dinner (11:15am-1:15pm) @ £12 Yes/No

Payment Enclosed.....

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**CHRISTMAS HOLIDAYS BOOKING FORM**

Form To Be returned by Friday 22<sup>nd</sup> November

CHILD'S NAME.....

Date	Mon 23 <sup>rd</sup> Dec 7:30-6	Fri 27 <sup>th</sup> Dec 8-4	Mon 30 <sup>th</sup> Dec 8-4	Tues 31 <sup>st</sup> Dec 8-4	Thurs 2 <sup>nd</sup> Jan 7.30-6	Fri 3 <sup>rd</sup> Jan 7.30-6
Times Required						

**NO FORMS WILL BE ACCEPTED AFTER THE 22<sup>ND</sup>  
NOVEMBER**