

Message from Head of Centre

Welcome to Caverstede Nursery School I hope your child/ren are settling well into the nursery routine. Please do not worry if your child is taking a little time to fully settle, this is quite normal.

We will be sending out newsletters on a regular basis to keep you up to date with the events and activities that are taking place at Caverstede, please do look out for them. If you are not sure where to find information please ask your child's Key Person and they will direct you.

If there is anything you want to know about the School or your child's progress, please do talk to the staff or you can speak to me, Debbie Hayes. If you ever want to talk to me about any issues or concerns please come and see me. Please do ask at reception and we can arrange a convenient time to meet. I look forward to getting to know you and your children over the course of the year.

For added security, the main door into reception will be locked throughout the day and opened 10 minutes before the start and end of sessions and Family Services groups. At other times, please ring the bell to gain access. We also advise parents and carers to lock up pushchairs, bikes or other personal items left outside the nursery. Locks are available at reception.

If you do need to collect your child earlier, please let the classroom know. If reception has not been advised, we will check with the class before letting you through into the nursery. This is for safety and security.

Debbie

Child Protection and Safeguarding for Schools

We take child protection issues extremely seriously; at all times we consider the protection and safety of the child in our care. Child protection issues are always dealt with in the appropriate ways. All staff have attended child protection training and are familiar with the correct procedures.

At Caverstede Nursery School we follow the Child Protection procedures for the Peterborough Safeguarding Board.

"It may be helpful for you to know that the law (Children Act 1989) requires all school staff to pass on information which gives rise to a concern about a child's welfare, including risk from non-accidental injury, neglect, emotional or sexual abuse. Schools are encouraged to take the attitude that where there are grounds for concern they should be over-cautious, and seek advice, rather than to risk a child's safety. Occasionally, this duty on staff means that a concern is passed on which is later shown to be unfounded. It is hoped that parents/carers will appreciate how difficult it is for schools to carry out this delicate responsibility, and accept that the staff member was acting in good faith and in the best interests of all children."

We have named people for child protection they are Debbie Hayes, Katy Coles, Caroline Day and Hannah Pilling. The Governor responsible for overseeing Child protection is Fiona Beveridge.

If you have concerns regarding children's safety and protection, it is essential that you contact your child's key person, class teacher or the Head of Centre.

Security & Safeguarding; Mobile phones and personal cameras are only permitted to be used at in the school reception and parent café. It is important that you do not use your phone whilst settling your child into nursery or when dropping off and collecting your child. We thank you for your co-operation in this matter.





Welcome back to all the children returning to Nursery this September and also welcome to those who are starting here for the first time. We hope you all have a wonderful time and have lots of fun whilst learning and developing throughout your experience at Caverstede.

The focus at the moment is settling the children into nursery life, so that they can fully embrace all the experiences on offer to them. Parents are a really important part of settling in – you know your child best and can help by talking to your Key Person about the best ways to help them settle. Perhaps your child has a favourite toy that will comfort them when they are sad, or maybe they have been to a nursery previously and something worked really well – let us know and we can use those strategies at Caverstede too.

All children take different amounts of time to settle but if you are worried, please talk to your Key Person. It may be helpful to keep a **full change of named clothes on your child's peg**, including socks and, if possible, shoes. Even toilet-trained children can have occasional accidents or they may get wet or messy whilst enjoying themselves in the water tray or playing outside.

You may find the **whiteboard outside the classroom useful** – we put information about activities, celebrations and upcoming events on it. Your child will have a Key Person who will get to know you and your child throughout the year and will be your first point of contact should you have anything you want to discuss, ask questions or to talk about what your child has been doing at home.

Throughout your child's time at Nursery we will be observing them and joining in with their play -helping us get to know them, their interests and their style of learning. We plan a variety of learning experiences for all the children, many of which start from their interests and learning styles. These experiences will support your child by consolidating what they already know and extending their learning and understanding further. Enhanced opportunities are offered to inspire new enquires to further enhance learning.

Over the summer all three rooms have looked at the layout of the rooms and changes have been made appropriate for the start of the year. Teams have changed slightly, so that children moving rooms have a familiar face following through with them.

We hope that you and your family enjoy your Caverstede Experience!



In the classrooms, **each child has their own pigeonhole for information**, letters etc. so please remember to check these every day that your child attends nursery as there may be something important in there for you.

ParentMail;

Please activate your ParentMail account so that messages can be sent to you quickly and efficiently. Please ask if you are unsure of this facility. Thank you

Diary Dates

Harvest collection - starting 25th September for 1 week. Items collected will then be taken to the church on our visit.

Visit to Paston Church for pre-school children - Monday 2nd October

Individual school photos;
Wednesday 1st November

Half term; 23rd - 27th October

Diwali - 19th October

INSET days (staff training days - nursery closed)

Wednesday 3rd January; Monday 16th April;

Monday 4th June



Autumn Term

Classes start
Half Term
Classes close

Wednesday 6th September 2017
23rd – 27th October 2017
Tuesday 19th December 2017

Spring Term

Classes start
Half Term
Classes close

Thursday 4th January 2018
12th – 16th February 2018
Thursday 29th March 2018

Summer Term

Classes start
May Day
Half Term
Classes close

Tuesday 17th April 2018
Monday 7th May 2018
28th May – 1st June 2018
Tuesday 24th July 2018

Tapestry:

This is the online Learning Journal used in the classrooms. All accounts have been set up and you should have received a link on how to activate this. Please speak to Clare at reception if you need to check this. Observations of the children that have been done in the classrooms will be added to the journals after the October Half Term. For new parents, we will be looking at running a session on how to use Tapestry so that you can see how to access information and add comments and photos yourself too. We will let you know when this is arranged.

MISSING SCHOOL IS MISSING OUT - EVERY DAY COUNTS!!



Attending school **every day** is very important. Even a short time of absence from school can mean that a child misses out on a significant part of the curriculum, which can impact on their learning. Ofsted always ask for the school's attendance data. We monitor each child's attendance and absence record and you will receive copies of this information. **If your child is ill and will not be attending school please telephone the school on the day of absence to inform us.** Thank you.

Keeping safe and considerate parking

If you drive to Caverstede, could we please ask that you park with care and **avoid double parking or parking on yellow lines**. This is illegal and makes the road dangerous for all the children and families who are using it. There is also a disabled parking bay at the front of the nursery which is there for the use of those who need this facility so please do not park here. Please also consider our neighbours along Caverstede Road and avoid parking across driveways or on the grass verges.

We work closely with the local Police and Peterborough City Council road safety team to keep Caverstede Road safe for all so please do help us in this aim.

Payment of nursery sessions and lunches; Nursery fees for sessions and lunches can be paid by cash, cheque or via your bank by the BACs method. Please make sure payments are up to date. If you have any query on payments, please ask at reception to speak to Helen, our Finance Administrator.

Caverstede SEN and Family Support Service

Caverstede Special Educational Needs and Family Support Service provides a friendly and relaxed environment for young children and their families. It is a place where you can make friends, get advice and join in organised activities to help your child's learning and development. We offer groups for parents/carers and their pre school children to learn together through play, singing and exploring, specialist services for children with additional needs, home visiting and summer holiday respite care.

We and our partner agencies offer a variety of services to support families with young children. Parents/carers can benefit from attending Baby Clinics and informal chat time.

For more information on what is available, please speak to Caroline, our Family Services Manager. Please note, the days that our universal groups are held has changed.



Tuesday

Jump and Jiggle
(story & sing-a-long)

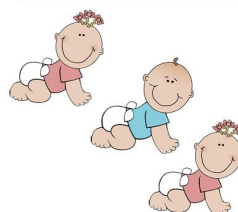
11.00-11.45am
for children aged 1 to 3
years old
£1.50 per family

Wednesday

Multiple Miracles

9.45-11.00am

A group
for families with twins or more!
£1.50 per family



Monday

Creative Explorers

9.45 - 11am

for children who are
walking up to 3 or 4
years old

£1.50 per family

Tuesday

Messy Play

1.15 - 2.15pm

Monthly
Explore different tactile
activities
(see flyer for details)
£2.00 per family

Wednesday

Sensory Explorers

1.30 - 2.30pm

for children from birth to
walking
£1.50 per family

Library Explorers



Each year we offer our 'Library Explorers' scheme to help encourage more children to borrow books to enjoy at home from our library. Children are given a reward card which should be stamped at least once each week that they borrow a book during the period - usually between 5 - 7 weeks.

At the end of the time, they hand in their completed card and receive their very own brand new book to keep!

This scheme runs once each term and will start after the October half term holiday. Cards will be available from reception. Books can be chosen from the library, you then take it to the desk where it is scanned out to your child - this is with a barcode scanner and the children enjoy doing this themselves! We have lots of books to choose from in the library and aim to rotate them regularly to give lots of variety. We do ask that you use a suitable bag, book bag etc. to take the books home in as this will keep them in good condition. We do have book bags available and these cost £4 each.

We hope that you will enjoy being a 'Library Explorer!'

IMPORTANT!

We realise that the beginning and end of the sessions are very busy. Please make sure you keep hold of your child once you have collected them and before you leave the Centre.

For your child's safety and the safety of others, please make sure that you **close the main gate after you.**

And whilst we know the garden and equipment is very inviting, PLEASE do not allow your child and siblings play on them when you collect after the sessions.



We have a Facebook page - Official Caverstede Early Years Centre. Please request to be added.

