



## Newsletter November 2013

**Parent consultations** Thank you to all the parents and carers who attended our recent parent consultations; those parents who were unable to attend on the day who expressed a wish to speak to their child's key person will be offered alternative appointments over the next two weeks. The next consultations will be held in May next year; in the meantime if you have anything that you wish to speak to your child's key person about or if you would like an update as to how your child is getting on, please do not hesitate to speak to one of us at the end of any session.

**Parents' voice** To enable us to evaluate how your children even better we have been asking parents to complete a 'parent's voice' that tells us about the things that your child enjoys doing away from the setting, and asks if there are any activities or topics you think we could be planning for your child. Thank you to all of you who have already completed and returned the 'parents' voice' forms; if you have not had a copy please or if you would like help completing one please speak to Rachel or Anna.

**Facebook** Are you a Facebook user? You can now see all the news and announcements including term dates, upcoming events and emergency announcements of snow closures on Facebook. Search for us by name, (Broadhall Bunnies) click on 'like' and you will automatically get our newsfeeds.

**Funded places** Many of the children that attend Broadhall Bunnies have government

funded places; one of the conditions of this scheme is that children attend preschool sessions regularly. Whilst we appreciate that children do become poorly and may be unable to attend on occasion, excessive absences may regrettably lead to a child's place being either partially or wholly withdrawn due to the conditions of the schemes. If your child is unwell and unable to attend a session please contact the preschool after 8.30 am on the morning of their absence on 07754 305 185.

**School photographs** took place on Tuesday 19<sup>th</sup> November courtesy of Featherstone Wood School. Proofs will come home in due course with an order form. We have been advised that any photos ordered through the school will be ready before Christmas.

**Home time** Could parents/carers please stand clear of our door way and windows whilst waiting to collect children at home time as some of our children find this time of day distressing if they can see you waiting outside. Thank you.

**Fees** Just a reminder, all fees are due in advance at the start of each week, or, if you prefer they can be paid (in advance), monthly or half termly. Non payment may lead to your child's place being partially or wholly withdrawn and we will take legal action to recover unpaid debts.

**Reception class applications** Children who were born between 1<sup>st</sup> September 2009 and

31<sup>st</sup> August 2010 now need to apply for a school place. You should have received an 'Applying for a school place 2014' leaflet at the start of the month. \_Online applications opened on Monday 11 November 2013 and the closing date for applications (online or paper) is Wednesday 15 January 2014. For more information please go to:  
<http://www.hertsdirect.org/services/edlearn/admissions/AdmissionsSept2014/> Nursery applications for children born between 1<sup>st</sup> September 2010 and 31<sup>st</sup> August 2011 will open in the spring of 2014; more information about this will follow in due course.

**Accidents at home** Following recent safeguarding training we have implemented an "accident from home" record as recommended by the Hertfordshire safeguarding children's board. This form is a record of accidents or existing injuries that happen before your child comes into pre-school. If your child has had an accident/injury, however minor, please let a member of staff know on arrival at pre-school so that the accident form can be completed and the accident/injury can be taken into account should they become upset or ill later in the day.

**Emergency staff cover** Would you be interested in working with children? We are looking for someone to provide emergency staff cover for staff training and sickness. The successful applicant must be able to work at short notice and will be required to undertake a fully enhanced CRB check (at no cost to you) and provide suitable references upon request. A background in childcare would be an advantage but full training will be

given. For further information please speak to Rachel or Anna or call 07754 305 185.

**Parking** There is no parking on the school grounds for parents of children at Broadhall Bunnies Preschool or Featherstone Wood School. We request that parents park cars either opposite the play centre on Featherston Road or at The Hyde shops. If you walk to school and wish to leave a buggy for collection later please leave it by the brick wall alongside Bunnies. Thank you.

**Changing bags** We are always happy to change nappies etc. at preschool; parents should provide all the necessary equipment in a clearly labelled bag, placed on the child's peg each session. Changing bags should not contain medication, lotions, food or drinks. These items should be removed before attending preschool; if this is not possible please ensure that they are handed to a member of staff at the start of the session. Children who are being potty trained will need several changes of clothes, including a spare pair of shoes. Again, please ensure that **all items of clothing are clearly labelled**.

**Weather** All the children are free to use our outdoors area during our sessions all year round, and therefore need to be appropriately clothed for the conditions on the day. A warm coat is essential each day; please make sure that it is clearly labelled with your child's name. All children will also need a warm jumper or a cardigan for wearing indoors. In the case of snow or severe weather we are committed, as always, to keeping our children safe. If we are forced, due to weather conditions, to close along with the rest of the school site, an announcement

will be made on our Facebook page, on the homepage on our website [www.broadhallbunnies.co.uk](http://www.broadhallbunnies.co.uk) and on the Featherstone Wood School web pages. Announcements of school closures are also made on local radio stations.

**Post box** From Monday 2<sup>nd</sup> December there will be a post box by the children's drawers for the children to 'post' any Christmas cards for their preschool friends. Every year we are asked by many parents for a list of all the children's names for Christmas cards. We will be putting a list of names in each child's drawer. *Please do not feel obliged to write cards just because your child has received a list of names.*

**Christmas parties** Our last 'normal' session this term will be on Tuesday 17<sup>th</sup> December and our Christmas parties will be on Wednesday 18<sup>th</sup> and Thursday 19<sup>th</sup> December from 9.30 to 11.30. Each child will be invited to *one* of the Christmas parties and this will be their last session this term. Individual invitations will come home in December.

**Lunch clubs** Our last lunch club this term will be on Tuesday 17<sup>th</sup> December. Lunch clubs for January are filling fast; if you would like your child to attend please speak ask at the desk. Lunch clubs next year resume on Monday 13<sup>th</sup> January. Unless we have been advised otherwise children who attend lunch clubs this term have been allocated the same sessions in the New Year. Please note there will be no lunch club on Tuesday 25<sup>th</sup> February due to staff training and on the last day of the spring term, Wednesday 2<sup>nd</sup> April lunch club will close at 1pm.

**Goodbye** This term we will be saying goodbye to Noah, Lucas, Steve, Cassie and Ryan who are leaving us to go to nursery school; we will also be saying goodbye to Katie Chambers who has decided it is time to spread her wings and take on a new challenge as a childminders assistant. We would like to wish Katie all the best in this new venture and thank her for all her hard work and dedication she has shown in her role here. We are pleased to be able to announce that Dawn McMahon and Jane Avey will be taking on new key person roles here at Broadhall Bunnies from January 2014.

#### **Dates for your diary**

Thursday 28<sup>th</sup> November: SBFC football session

Monday 16<sup>th</sup> December: SBFC football session

17<sup>th</sup> December - last lunch club this year

18<sup>th</sup> & 19<sup>th</sup> December: Children's Christmas parties by invitation.

Tuesday 7<sup>th</sup> January 2013: Children return to school

Monday 13<sup>th</sup> January: lunch clubs resume

Friday 14<sup>th</sup> February: break up for half term

Tuesday 25<sup>th</sup> February: preschool reopens

Tuesday 25<sup>th</sup> February: no lunch club, staff training

Wednesday 2nd April: break up for Easter

Wednesday 2nd April: lunch club finishes at 1pm

Tuesday 22<sup>nd</sup> April: preschool reopens

