



Little Angels
Nursery
helping little people grow

Our March Newsletter

Staff Changes this month:

Sarah Martin the Little Cherubs Room Leader will be leaving us this month, as she has decided to dedicate more time to her two children Emily and Joseph.

We wish her all the luck in the future, Sarah's last day will be Friday 24th February but you will still see her in the nursery as a parent as she drops Joseph off in the Little Stars Room!

This does however mean we have to recruit new staff for the nursery. At present I will be moving Josie to Room Leader and Nina will be working full time with Josie and then Alison will be covering Nina's hours in the Little Stars Room.

As soon as I have any developments I will inform you all, thank you for your patience while we recruit someone new to join our wonderful team.

World Book Day 1st March 2010:

Please send your children dressed up in their favourite book character, to help us celebrate World Book Day.

Diary Dates:

- Dads Morning 15 June 9am - 12pm. (Dads come and have a morning with your child to see what happens at nursery!!)
- Mums Morning 16th March 9am-12pm. (Mums come and have a morning with your child and see what happens at nursery.)

New Website:

On the BBC recently there was a new website, like Trip Advisor, that rates online all the care homes and nurseries in the country. It's called the Good Care Guide and is going to be big. We are listed, so need as many people as possible to 'rate us'. You have to register first, Then you get sent an email to activate your account. Then you go on to rate the nursery, takes 5 minutes.

Link is below to use and then send out

<http://www.goodcareguide.co.uk/>

Many thanks for your help.

Little Angels Craft Afternoon:

Starting Wednesday 22nd February, between 3.30 and 5.30 leave your child for an afternoon of craft including cake decorating, card making etc. £6.00 a session.

Book in with Laura please ring nursery on 01249 821249.

"Please make sure all children have wellies that fit, plus hats, gloves and warm coats in nursery every day."



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News From the Little Cherubs Room :

*getting together with toddlers to do lots of nursery rhyme art work to re decorate the sleep room.

*2 weeks of baking with Linda both savoury and sweet food. 2 weeks so each child will get a chance to join in the cooking activity. we are re doing the display over the children's pegs called "baking with Linda" so parents can see how much fun their child has whilst cooking.

*mother's day biscuits will be in this activity to send home for mums

*dry sensory play to encourage the babies to take part who don't like getting messy!

- pasta and gloop

-rice and containers

- sand pit fun

more to come following observations on babies

*dolls house and various figures e.g. Peppa pig, farm yard and little people

*making constructions with stickle bricks, Duplo and wooden blocks

*group singing encouraging the babies to join in with actions

*have fun stories in our new hiding den

News from the Little Angels Room:

Plans for the Little Angels Room.

The children have been enjoying reading their favourite story books; they have especially liked reading 'dear zoo'. In the next few weeks we are planning to do activities linked to the story, covering all areas of EYFS.

We also have many fun mothers' day activities planned including baking and decorating cupcakes with Linda, Handprint and picture cards and drawing pictures of our mummies!

Alongside this we will be continuing to provide many different stories and activities to go home to share with the children.

We also have copies of 'our favourite rhymes' and an ECAT information sheet on the board by the coat pegs for the parents to take a copy if they want.

News from the Little Stars Room:

March plans....

In March we are making mother's day gifts/ cards and biscuits. pre-school will be asked to bring in PE kit so we can begin changing for our sessions at the hall!

We are celebrating world book day on the 1st march where we will be bringing in our favourite books and dressing as our favourite book characters!



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Child Discipline Policy

As professionals in Little Angels Nursery we take pride in making sure children have a happy time when they are at nursery. This means that we also need to discipline the child for any behaviour we feel is not kind to others.

There will be occasions where staff will need to discipline your children when you are there. This is always a very delicate issue, and one we have considered carefully before writing this policy.

Staff will administer the correct amount of discipline even when the parent or carer is present. We require you not to intervene in this disciplining process.

As a parent we ask you to let us finish this disciplining and also back us up if the child has been unkind to you or others.

We expect you to apply the same level of discipline, in the same way, within nursery and within the home, to ensure the child receives a consistent message of what is right and what is wrong.

For example it is not beneficial to you, your child or the member of staff if the member of staff disciplines the child appropriately and then the parent or carer cuddles the child, makes fun of the situation or gives them a treat when the member of staff has finished.

This discipline policy is central to our relationship with the child and yourself and is a key part of our nursery/parent partnership.

Child Protection Policy

As a nursery fully committed to safeguarding, we work hard to keep fully informed of current child protection procedures. We regularly update our knowledge on this subject and attend training whenever possible.

Basic Child Protection

- The safety of the child in our care is paramount.
- We ensure written documentation is in place for collection of children.
- We keep an accident/incident book up to date and ask parents to explain injuries that may have happened at home.
- We are aware of areas of concern regarding child protection such as change in behaviour, unexplained bruising, changes in health or well-being, things children may say.
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- We ensure all staff within nursery have enhanced CRB checks and go through a rigorous safeguarding recruitment process.

Child Abuse

The 1989 Children's Act recognises four areas of abuse; physical, sexual, emotional and neglect. We have a duty to report any suspicious incidents as well as any accidents within these areas.

Confidentiality

The records kept on the children are kept in a locked filing cabinet in the nursery office. Only Rachel Everitt has access. If we need to discuss an issue with a parent it would be done in confidential settings.

Child Protection Policy

What will we do if we suspect abuse?

Any suspected incidents of abuse will be recorded in a book. We will time, date and sign any concerns. Any marks or bruising will be recorded. If the child discloses some information to any member of staff, we will record it verbatim, using only the child's words.

We will then approach the parent in question and as for an explanation and discuss our concerns. If there is a satisfactory response, we will take the matter no further. However, if the explanation is unsatisfactory or the child still shows concerns of abuse, we will not hesitate to contact Children and Families, (formally known as Social Services)

Historic Child Abuse

If a child discloses information about abuse that has happened in the past, we will follow the same procedure as above.

Cleaning Policy

Cleaning is a very important part of the nursery day. It will help stop the spread of infection and illness and remove materials that will encourage pest infestation, as well as removing dirt and grease.

The **toilet area** is cleaned as you go. All soaps and towels are replaced regularly. There is a separate mop and bucket to use in the toilets and this will not be used anywhere else. At the end of the day, all the toilets will be cleaned all over and toilet cleaner put inside. The sinks will be cleaned all over and mopped. The toilet cloths are yellow.





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The **individual rooms** will be cleaned every night before the team go home. All through the day they will be kept free from spillages and dirt. At the end of the day, all tables will be cleaned and chairs wiped down with antibacterial spray. The floor will be vacuumed and mopped. Each room will have their own mop and cloths. The room cloths are blue.

The **kitchen** will be cleaned as you go. When the cook leaves she will leave the kitchen clean and tidy and brush the floor. At night the surfaces will be wiped down with antibacterial spray. The dishwasher will be emptied, the floors brushed and mopped and all bins emptied. There is a separate mop and bucket to use in the kitchen and this will not be used anywhere else. The kitchen cloths are purple.

The **nappy change room/staff toilet** will be cleaned every night. The toilets and sinks wiped down, the nappy change area anti bacterial wiped. All toilet rolls, soaps and towels will be replaced. The nappy bins emptied when needed and on a Friday. The floor will be mopped. The nappy cloths are yellow.

The **stairs and hall** will be hoovered and mopped. All rubbish thrown away and the stairs clutter freed.

Every month the nursery will be deep cleaned. The skirting boards and windows cleaned. **Toy cleaning** will be cleaned every week. They will be wiped down with anti bac and all soft toys washed in the washing machine. A table will be completed to show this.



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LITTLE ANGELS DIRECTORY

OUR TELEPHONE NUMBER 01249 821249

- **Rachel Everitt** – MD and Officer in Charge
 - Contact for all nursery matters, 07870 402366, rachel@littleangelscalne.co.uk
- **Matthew Everitt** – Financial Director for all invoicing questions
 - matthewlittleangels@gmail.com
- **Laura Spruce** - Deputy Officer In Charge, **Carla Randall** – Assistant Deputy
- **Linda Holsman** – Nursery Cook, **Roz Paton** – HR Manager

Little Cherubs Room

- Room Leader – **Josie Chivers** Nursery Nurse – **Nina Painter**.

Little Angels Room

- Room Leader – **Carla Randall**, Nursery Nurse – **Chelsey Coleman**

Little Stars Room

- Room Leader – **Laura Spruce**, Nursery Nurse – **Natalie Hopwood**
- Nursery Nurse – **Kiara Lane**, Nursery Nurse – **Nina Painter/Alison Salsbury**.

Support Nursery Nurses

- **Tianne Lane, Hannah Bishop**

Room Guardians

Contact in confidence to give feedback anonymously via a third party

- **Little Cherub**, Suzie Moore mum of Silas, 07811 176810
- **Little Angels**, Sam Hook mum of Eloise, 07950 003665
- **Little Stars**, Charlotte Neale mum of Faith, 07807224508



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