



Welcome to our latest newsletter

## NEWS FROM THE MANAGEMENT TEAM

As another summer draws to a close, we have put together our plans for the Autumn and are looking towards Christmas. We enjoy planning our Christmas nativity and as soon as we have finalised dates we will let you know, so you can keep dates free in your diary to share this wonderful experience with our children.

At the end of September, we are very pleased that Sarah has been able to secure another Barclays group project. Over 3 days we will have 25 volunteers helping us to improve our sensory garden. We are looking to replace some of the flooring alongside introducing some exciting new play features. If anyone can help with contacts in fencing, play bark, external paint, please let us know. We are trying to do as much as we can with limited funds and if we could secure any sponsors that would be a great advantage to us.

Over the summer, we have also replaced the flooring in Caterpillar room, to make it a brighter, more homely space and we have also invested in an interactive TV. This has been used in all rooms and is helping to improve children's outcomes in the area of ICT. It allows us to access learning materials on the internet so for example if we are teaching children about a particular topic, we can use pictures and videos to support the learning. The screen is 10 point touch so children can practice their mark making skills and use appropriate maths and literacy resources. We are very pleased with this investment to date.

### Sarah Baker

Well what a fun-packed and busy summer time we have had, which has ended with us saying a 'sad goodbye' to all our school starters who will start their journey into 'big' school! Once again we have been overwhelmed by all the lovely cards and presents with kind messages of thanks. We would like to welcome to the new families that have joined us over the summer and for the start of the new academic year. We hope that everyone enjoys their time with us and we always aim to offer the highest quality of care to children and we will be working hard to effectively support all children's learning and development through the provision of a range stimulating activities and practitioners high quality engagement with children. As a management team, we always strive to improve the service we offer, and with this in mind if anyone has any feedback for us please do not hesitate to call into the office.

Our autumn themes are varied in the lead up to Christmas, with many festivals being celebrated. Each room will be planning a range of activities to help children learn and gain awareness of different cultures and differences between themselves and others. Celebrations and topics include: Diwali, Remembrance Day, Halloween, Christmas and Harvest.

Watch out for our special week in September where will be celebrating Roald Dahl day which is on 13<sup>th</sup> September. Get ready to dress up as a favourite character from any of his books.

As we continually reflect upon the service we offer and in our hope to move towards recognition of 'Outstanding' next year from Ofsted I will be improving some key areas of practice. We feel that our story times could be more exciting and interactive and so this is an area I will be working on improving first.

## **ACTIVITIES IN THE CENTRE**

### **Baby Room**

This term the babies have enjoyed exploring their creative side by using different ways to make marks. For example, finger painting with brushes, making marks in wet and dry sand with various tools and making lots of marks with large chalks and crayons outside when the weather has been nice.

The babies have also been using their imaginations when playing in the home corner, showing their caring sides by pretending to feed baby dolls, putting them in car seats and carrying them around the room.

We have enjoyed moving to music, showing off our dance skills as well as using the rhyme box to learn lots of new action rhymes. We have been exploring different ways of emptying and filling containers by using sand in buckets, corks into large bottles and soil in plant pots. Some babies showed an interest in aeroplanes as they went on their holidays and therefore we encouraged role-play with vehicles. We have also offered experiences with dressing up, water play and sand play and to support the holiday theme, we had picnics outside in the lovely weather.

### **Reminders**

As the weather continues to be nice, can we please ask that sun cream and sun hats are provided as well as appropriate footwear for outdoor play.

Michelle Wood  
Baby Room Co-coordinator

### **Caterpillar Room**

#### **Getting busy with the Caterpillars**

##### **Our current topic**

Our current topic is 'Summertime' and we will be focusing on summer holidays, looking at the places we have been and the places we are going. We have had an ice-cream parlour in our role play area where the children have loved pretending to make delicious ice-creams for each other using play dough. We will also be organising a beach day where we will set up our Caterpillar Room so it is just like being at the seaside. We will be looking at mini-beasts in our little flowered garden where our mini-beast hotel is, discussing features of insects and if we have seen them in our own gardens.

##### **What is next?**

Our next topics are going to be 'Harvest' and 'Autumn'. Our focus story will be 'The Little Red Hen' and we will learn about on farming and changes in season/weather. We would love any items that relate to Harvest or Autumn that could be used as a talking feature within our group times.

We will be organising a community walk and we are hoping to support the church during Harvest by collecting produce to share at their celebration. Further details will follow. We will be celebrating Roald Dahl's birthday on the 13<sup>th</sup> of September so keep a look out for our Roald Dahl week, with a fancy dress day.

### **Reminders**

We would like to kindly ask that all children bring either slippers or indoor shoes and then a pair of wellies or outdoor shoes, due to our new flooring. Also could parents and carers be mindful of heels and work boots when entering the room.

Thank you for your continued support.

Emma Thistlewood  
Caterpillar Room Co-ordinator

## **Butterfly Room**

During this term the Butterfly children have enjoyed our topic 'Healthy, Happy Me'. Throughout the topic we have been looking at healthy and unhealthy foods and exercising our bodies. We have talked about the importance of keeping healthy, brushing our teeth and focused on our hygiene skills. All the children enjoyed practising for our Sports Day and I am sure you will all agree they did a fabulous job on the day. Currently the children are thoroughly enjoying our topic of Summer Time and Minibeasts. We have been talking about our holidays, looking at sun safety and enjoying lots of role-play with small world play and a holiday themed role-play area. Over the coming weeks we will be focussing on 'Harvest and My Community'. We will be looking at the story of harvest, visiting the church and exploring our surrounding area by taking walks into the community. Butterfly children will also have fun learning The Little Red Hen story, looking at farming and will take part in baking bread.

## **Reminders**

Please note that we are no longer using water bottles so could we please ask if parents would refrain from bringing them into nursery. We now provide a water station which the children can freely access; this will encourage children's independence in pouring their own water.

Can we remind parents that we would appreciate it if you could provide your children with indoor and outdoor shoes? We do provide shoe boxes for your children to store their foot wear.

Again I would like to remind parents to leave their children's toys at home as it is becoming an issue due to children not sharing their toys and upsetting others. We will however allow children to bring in their toys for our show and tell but only on these days.

Launa Skelley  
Butterfly Room Coordinator

## **Out of School Service**

We have had a fun filled 7 weeks summer holidays, taking part in different Olympic challenges and showing our crafty imagination by creating clay models. We have also been on some amazing trips, including York Maze, Gulliver's Kingdom and Yorkshire Wildlife Park. The children enjoyed a visit from PTC Sports where they had a full day of fun games, sports and dancing. Our itinerary and booking forms will be out shortly for October half term.

We would like to welcome all children back to Out of School Club and also the new starters. If you have any questions/queries please don't hesitate to ask. In a morning, we aim to finish serving breakfast at 8:30am to ensure we arrive at school on time so we would advise arriving before this time if breakfast is required.

Afterschool club is intended to be a fun place to relax after school. We have lots of different craft activities and games for your child/ren to enjoy. If your child has any interests or hobbies please feel free to encourage them to share any ideas so we can use them.

We are continuing our child led planning in after school so if your child has any ideas please fill in a post-it-note on the plan, do, review board.

As we expect the weather to change during the coming term, please could you provide your child/ren with suitable indoor and outdoor shoes as we aim to play out as much as possible.

Can we ask that if your child is attending an after school activity such as multiskills which requires a later pick up by us, that you inform us as soon as possible. We can then plan this into our staffing.

Just a quick reminder, if you would like to swap sessions please contact us to see if we can do so.

Can all parents please let us know as soon as possible if their child will not be attending any sessions, as we need to plan this into our staffing.

Kayleigh Worrall & Katherine Beal  
Out of School Club Coordinators

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

## GENERAL INFORMATION FOR ALL ROOMS

**Holiday allowances 2016** - We offer 2 weeks of your child's weekly pattern at 50%, between January - December. To ensure this is adjusted on your monthly invoice please can you either complete a holiday allowance form which can be downloaded from our website or put your requested dates in writing. Once received, the deduction will be made on the next invoice that is produced. Invoices are produced by the 15<sup>th</sup> of month, for the month in advance. There are 3 more invoices that we will be prepared in 2016 should you still wish to take advantage of any remaining holiday allowance.

**Nursery Funding - New Entitlement Reminder** - For those parents whose children turn 3 years during the coming year, Nursery Funding will become available the term after their 3<sup>rd</sup> birthday. Cawthorne Children's Centre is able to offer sessions to enable your child to receive this entitlement. Each child at present will be able to access 15 hours funded care each week, during term time. There are specific criteria that need to be met to access all 15 hours, with the main one being attendance at the Centre over 2 days per week. Sessions can be accessed between 8am and 6pm each day. Therefore if your child is approaching 3 years, and you would like to look at changing sessions in order to maximise their entitlement to nursery funding, please do not hesitate to call into the office and speak with a member of the management team.

**Reminder -Nursery Funding 2016-2017-** We have received notification from the local authority that there are 41 weeks in the financial year 2016/17 and therefore we have been advised we need to add in a further 3 non-funded weeks during this year as the local authority only pay funding for 38 weeks. It has been suggested that we add on additional non funded week before the May half term 2016, October half term 2016 and the February half term 2017. Therefore we are sharing this information now to ensure parents/carers how sufficient time to plan for these changes to the normal patterns.

**Fee Payment Reminder:** - To clarify our policy on receipt of payments. We prepare invoices on the 15<sup>th</sup> of the month for the month in advance. We then require payment for these invoices by the 30<sup>th</sup> of the month, or an agreed date close to this for those in receipt of childcare vouchers through their pay. If payments are not received and kept up to date after 3 consecutive months, then we will issue a final notice and request to pay in full within 7 days. If this request is not met, we will discuss termination of sessions and take action to recover the debt. Should you be unable to pay fees at any time, please contact Carol Hill in the first instance to discuss options that are available. Thank you.

**Early Riser Sessions** - Can we remind all parents that if your child is not in the early riser scheme they should not be dropped off at nursery before 8am. If you arrive before this time you will be asked to stay with your child. With this in mind, we would also like to remind parents that breakfast finishes at 8.45am and if you wish your child to have breakfast please can you ensure you arrive before this cut off.

**Emergency Contact Details** -Please can you ensure that your contact details are up to date. It is important that we hold the correct information so please inform us of any changes to telephone numbers, addresses, persons to collect your child in an emergency etc.

**Tempest Photography-** We have booked individual photos for all rooms on 7<sup>th</sup> November from 9.30am. If your child is in nursery this day, they will automatically be taken for photos. If they are not in nursery and you would like them to have their photograph, please can you book a time on the booking sheet that will be posted on the office door w/c 31<sup>st</sup> October. Many Thanks.

**Staff Update** - Rebecca Birkinshaw will leave us at the end of September as she starts her maternity leave. We wish Becky well as she awaits the arrival of her second baby.

**Key Responsibilities:** Just to remind everyone of key contacts in the Centre:

**Carol Hill** - [carol@cawthornechildrenscentre.co.uk](mailto:carol@cawthornechildrenscentre.co.uk)

For all matters relating to finance, holiday entitlement, invoicing, outstanding balances, child care vouchers, session changes, notice periods, out of school planning and nursery funding.

**Sarah Baker** - [sarah@cawthornechildrenscentre.co.uk](mailto:sarah@cawthornechildrenscentre.co.uk)

For all matters relating to the management of children's care and education, policies and procedures, future developments/improvement of the Centre, safeguarding, health and safety, staff training and development and event planning.

## **DATES FOR YOUR DIARY**

The following provides detail of forthcoming events and key dates:

<b>Sept 12<sup>th</sup></b>	N/A	Roald Dahl week. Come dressed as your favourite character.
<b>Oct 14<sup>th</sup></b>		Pre school finishes for Half Term <b>2 week break</b>
<b>Oct 21<sup>st</sup></b>		Out of School finishes for Half Term
<b>Oct 24<sup>th</sup>-28<sup>th</sup></b>	N/A	October Half Term Holiday Club
<b>Oct 31<sup>st</sup></b>	N/A	Pre-school recommences Out of School recommences.
<b>November 7<sup>th</sup></b>	9.30am	Tempest Photos
<b>Dec 16<sup>th</sup></b>	N/A	Pre school finishes for Christmas
<b>Dec 19-23<sup>rd</sup></b>	N/A	Holiday Club for Out of School
<b>Dec 23<sup>rd</sup></b>	6pm	Centre closes at 6pm for Christmas
<b>Tues 3<sup>rd</sup> Jan 2017</b>	7.30am	Centre reopens for New Year

**Best Wishes,**

**Carol Hill,  
Business Manager.**