



Ladybirds Newsletter
Term 2 Week 4 w/c 26th November 2018

Our topic... 'The Nativity'

This week the children are making their "Santa" Christmas cards, we are heading towards full Christmas mode now. All the card stars have been made for our Christmas tree festival tree, and all of the children are making their clay stars ready to decorate once they're dry. We will also be adding shepherds and sheep to our 'Nativity' wall display, which the children will make on our craft table.

Birthdays

We would like to wish Allegra and Lincoln a very Happy Birthday this week, we hope you have a lovely day.

Accident reporting

Please could we ask that if your child has an accident at home etc, that when dropping them into pre-school you fill in a Pre-existing injuries sheet before you leave your child for their session, if they have a visible bruise, cut etc.

Lunch Boxes

Could we kindly ask you to not include any nuts or nut products including peanut butter in your child's lunchboxes, could we also ask that any small fruit or vegetables are cut up e.g grapes, tomatoes etc. Many Thanks

St Thomas's Christmas tree festival Thursday 6th December Morning session 9.30-11.15am

Many thanks to all parents who have already returned their reply slips for this trip, if we could have any slips which still need to be returned back to us this week so we can confirm numbers with the coach company. Many Thanks

Christmas Morning and Nativity Monday 17th December 10am-12pm St Francis Church (A volunteer list is available on our foyer table, we are in desperate need of some helpers so if you think you are able to we would be most grateful)

As in previous years we will be holding our nativity and fundraising morning in St Francis Church. The children will all be given a part in the nativity in the coming weeks, all parent/carers/grandparents etc are welcome to attend. On the day the nativity will start the morning and then there will be a chance for the children to do a craft and play games which we will have set out at a small cost (between 10 & 20p). Refreshments will be available and we will have a cake stall where you can purchase some yummy treats, (hopefully with cakes supplied by parents ☺). We will also hold our famous Ladybirds raffle, tickets for this will be sent home with the children over the next couple of weeks. For now there will be a raffle donation basket in the foyer if you feel you can donate a prize however small we would be very grateful, all the funds raised will be put back into buying resources for the pre-school. We will also be looking for a willing volunteer to fit our Santa suit as all the children will have a visit and present from the big man ;-), and an avid face painter as this is always a popular stall. If you feel you can help on the morning or you have any ideas please feel free to come and speak to me in the office. Many Thanks

Christmas Party Wednesday 19th December afternoon session.

We have booked a children's entertainer 'Ozzy Whizzpop' for the children's Christmas party this year. The party will be held in the afternoon session from 12.15pm. All children are welcome to attend whether it is their normal session or not. Slips will be sent home later this week so we can get an idea on numbers, there will also be a party food list put up in the coming week for food donations for the party.

Tax Free Childcare

Ladybirds is now signed up to Tax free Childcare. This is a digital service which Gov.uk are providing to help parents pay for childcare. If you qualify for every £8 a parent pays into their childcare service account, they will pay in £2. This can then be used to pay the childcare provider. For more information you can visit Gov.uk.

Easy Fundraising:

If you have time and shop online please feel free to sign up to our Ladybirds easy fundraising page to help raise money for Ladybirds, simply shop with any of over 3,300 online retailers including Amazon, Argos, John Lewis, and when you make a purchase, the retailer will send us a free donation at no extra cost to you. Just follow our link to sign up and start raising funds for Ladybirds, <http://www.easyfundraising.org.uk/causes/ladybirdssalisbury>

Primary School Places

If your child will be starting Primary School in September 2019, please be aware that the deadline for applications is 15th January 2019. You can apply online at www.wiltshire.gov.uk or if you would prefer a paper application they can also be downloaded from the website www.wiltshire.gov.uk. Alternatively you can ring customer services at Wiltshire Council on 01225 713010.

Named Items

Please make sure all of your child's items which they bring to Pre-school are named, e.g lunchboxes, drinks bottles etc. This just helps to stop any confusion. Many Thanks

Wellies

Please could you make sure that your child has a named pair of wellies in the pre-school, this means that they can still go out to play when it's wet. Many Thanks

Snack Donations

There is a snack donation bowl in our foyer, if you feel that you can donate either some fruit, raisins, breadsticks etc occasionally we will be most grateful.

Wow moments:

On the notice board in the foyer there is a 'WOW' moments section if your child does anything at home no matter how small (as it's normally massive to them 😊) we would love to share their achievements with them in Ladybirds at circle time, please feel free to fill in one of our slips and pop it on the board and we will make sure we share it with them.

Please remember that our door is always open and if you have any issues or concerns, we are always happy to speak with you.
Thank You, From the Ladybirds team

Below is our policy of the week, if you can spare 5 minutes to have a read through we encourage any feedback you may have. Many thanks.

8.4 Risk assessment

Policy statement

Our setting believes that the health and safety of children is of paramount importance. We make our setting a safe and healthy place for children, parents, staff and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

This policy is based on the Pre-school Learning Alliance risk assessment processes, which follow five steps as follows:

- Identification of a risk: Where is it and what is it?
- Who is at risk: Childcare staff, children, parents, cooks, cleaners etc?
- Assessment as to whether the level of a risk as high, medium, low. This takes into account both the likelihood of it happening, as well as the possible impact if it did.
- Control measures to reduce/eliminate risk: What will you need to do, or ensure others will do, in order to reduce that risk?
- Monitoring and review: How do you know if what you have said is working, or is thorough enough? If it is not working, it will need to be amended, or maybe there is a better solution.

Procedures

- Our risk assessment process covers adults and children and includes:
 - Determining when it is helpful to make some written risk assessments in relation to specific issues, to inform staff practice, and to demonstrate how we are managing risks if asked by parents and/or carers and inspectors;

- checking for and noting hazards and risks indoors and outside, in relation to our premises and for activities;
 - assessing the level of risk and who might be affected;
 - deciding which areas need attention; and
 - developing an action plan that specifies the action required, the time-scales for action, the person responsible for the action and any funding required.
- Where more than five staff and volunteers are employed the risk assessment is written and is reviewed regularly.
 - We maintain lists of health and safety issues, which are checked daily before the session begins as well as those that are checked on a weekly and termly basis when a full risk assessment is carried out.

Legal framework

- Management of Health and Safety at Work Regulations (1999)

Further guidance

- Five Steps to Risk Assessment (HSE 2011)

Other useful Pre-school Learning Alliance publications

- Managing Risk (2009)

This policy was adopted at a meeting of		name of setting
Held on		(date)
Date to be reviewed		(date)
Signed on behalf of the management committee		
Name of signatory		
Role of signatory (e.g. chair/owner)		