



Ladybirds Newsletter
Term 5 Week 3 w/c 30th April 2018

Our topic... "Five little men in a flying saucer"

Continuing with our topic the children will be making Aliens this week, they will be adding 5 little aliens to our space ship on the wall display and with your kind recycling donations they will also be making 3D aliens. The children have also started to make their Alien plant pots ready to plant their sunflowers, they are looking very colourful!

In circle time this week we will be continuing with our space theme, discussing all about our world and the other planets in our solar system.

School Places:

If you haven't already informed us could you please let Mrs Defeo know which school your child will be attending in September.

Bank Holiday:

Ladybirds will be closed on Monday 7th May due to the bank holiday.

Photographer:

We have a photographer coming in on the morning of the 15th may to take both individual and group photos. They will be starting the session at 10am and I will ask them to start with the group photo followed by the individual. If your child does not attend on a Tuesday morning but you would like them to be photographed, then there will be a list on memo board in the foyer for you to book a time slot closer to the date.

Secret Life Of 4&5 year Olds:

The Channel 4 series are currently looking for more children and parents to take part in their next series. If you are interested there is a flyer on our bulletin board with all the information you will need to apply.

Sun Hats and Sun Cream:

As we are finally having some sunny weather could you please make sure your child has a sun hat and has sun cream applied before being dropped at Pre-school, if your child is attending all day could you please leave a bottle of sun cream with them so it can be reapplied during the afternoon session. Many Thanks

30 Hour Funding:

A gentle reminder to all parents if your child receives the 30 hr funding from the government, you need to reconfirm your eligibility code every three months so we are able to claim for their hours. Many Thanks

Donation Request:

This term we will be planting sunflowers with the children, could we ask each child to please bring in an empty 4 pint milk carton to make the plant pot. Many Thanks

Junk Modelling:

Thank you to all of the junk modelling recycling that's been donated this week, a gentle reminder that we are unable to accept used toilet roll holders or egg boxes. Many Thanks

Wow moments:

Thank you to all of you who have been using our 'wow' moments board in the foyer, we have been taking the slips in at circle time and sharing them with the children. It gives them a wonderful sense of achievement.

Reminder:

Could we remind all parents that older siblings are not permitted in the playroom at drop off or pick up unless they are accompanied by their parent/carer. Many Thanks

Nappy Changing:

If your child currently wears nappies at Ladybirds, could we please request that there is a packet of baby wipes in your child's bag please for when we change them. Many thanks

Job Vacancy:

We are currently advertising for a new Pre-school Assistant. 23hrs per week on a rota basis, all applicants must be level 3 qualified. If you know of anybody who would be interested, then please either pass our phone number or e-mail over. Alternatively, you or they can come and pick an application form up from Avril in the office.

Named Items:

Could you please ensure that all your child's belongings are clearly named when coming into Pre-school, including any bags and backpacks. This will ensure that no confusion is made at home time. Also could all children have a spare pair of named wellies in Pre-school. Many Thanks

Snack time:

We are running extremely low on snack donations, if any parents/carers are able to make any small donations of some healthy snacks in the new term we would be extremely grateful.

Policy Of The Week:

Please could you spare 5 minutes to review our policy of the week. We encourage any feedback which you may have. Many thanks

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.

5.1 Staffing

Policy statement

We provide a staffing ratio in line with the Safeguarding and Welfare Requirements of the Early Years Foundation Stage to ensure that children have sufficient individual attention and to guarantee care and education of a high quality. Our staff are appropriately qualified and we carry out checks for criminal and other records through the Criminal Records Bureau in accordance with statutory requirements.

Procedures

To meet this aim we use the following ratios of adult to children:

- Children under two years of age: 1 adult : 3 children
 - At least one member of staff holds a full and relevant level 3 qualification and is suitably experienced in working with children under two;
 - At least half of all other staff hold a full and relevant level 2 qualification;
 - At least half of all staff have received training that specifically addresses the care of babies; and
 - Where there is an under two-year-old's room, the member of staff in charge of that room has suitable experience of working with under twos.
- Children aged two years: 1 adult : 4 children:
 - At least one member of staff holds a full and relevant level 3 qualification; and
 - At least half of all other staff hold a full and relevant level 2 qualification.
- Children aged three years and over: 1 adult : 8 children:
 - At least one member of staff holds a full and relevant level 3 qualification: and
 - At least half of all other staff hold a full and relevant level 2 qualification.
- A minimum of two staff/adults are on duty at any one time.
- Each child is assigned a key person to help the child become familiar with the setting from the outset and to ensure that each child has a named member of staff with whom to form a relationship. The key person plans with parents

for the child's well-being in the setting. The key person meets regularly with the family for discussion and consultation on their child's progress and offers support in guiding their development at home.

- We hold regular staff meetings to undertake curriculum planning and to discuss children's progress, their achievements and any difficulties that may arise from time to time.

Other useful Pre-school Learning Alliance publications

- Employee Handbook (2012)
- Recruiting and Managing Employees (2011)

This policy was adopted at a meeting of

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) _____