



Ladybirds Newsletter
Term 6 Week 1 w/c 4th June 2018

Welcome Back!

Our topic... "All The Fun Of The Seaside"

Our topic this term will be all about the seaside, we will be changing our wall display to reflect this and asking the children what they like to do and play with whilst they visit the beach. This week the children will help create the background for our display and in the coming weeks they will be able to create all of the beach themed items to display.

We will be continuing with our Storycise sessions in circle time, and also with our show and tell. If any children had a 'WOW' moment over half term please remember to pop it up on the board so that we can share it with them.

Birthdays:

Happy Birthday to Izzy and Jessica this week, we hope you both have a lovely day, we love your new shoes Izzy!

New Starters

We would like to welcome Ruby to Ladybirds this week, we hope you all help Ruby to settle in quickly and feel part of the Ladybirds family.

Fire Station Trip Wednesday 13th June Morning session

We have our annual Fire Station trip, on Wednesday 13th June between 9.30am and 12pm. All children are welcome to attend, if however it is not your child's normal day but you would like them to come then a parent must accompany them on the morning. Slips have been sent home with your child, thank you for those parents who have already returned your slips.

Photograph collection 6th June

The photographs will be picked up on the 6th June from Ladybirds so all orders will need to be sent in by this date.

30 Days Wild:

For the whole of June Wiltshire Wildlife Trust is challenging people to go wild with nature!. Ladybirds has a wall chart up in the Pre-school room and we will be recording all of the wildlife and nature that we see throughout June. We would also like to hear of any wildlife adventures that you have outside of pre-school in the evenings or weekends so we can record these on our chart also. If you would like more information on this challenge please visit, 30dayswild@wildlifetrusts.org.

Easy Fundraising:

Just a gentle reminder 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>

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

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

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

Have a Lovely half term, Ladybirds will re-open on the 4th June.

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.

1.4 Uncollected child

[Policy statement](#)

In the event that a child is not collected by an authorised adult at the end of a session/day, we put into practice agreed procedures. These ensure the child is cared for safely by an experienced and qualified practitioner who is known to the child. The child will receive a high standard of care in order to cause as little distress as possible.

We inform parents/carers of our procedures so that, if they are unavoidably delayed, they will be reassured that their children will be properly cared for.

Procedures

- Parents of children starting at the setting are asked to provide the following specific information, which is recorded on our Registration Form:
 - Home address and telephone number - if the parents do not have a telephone, an alternative number must be given, perhaps a neighbour or close relative.
 - Place of work, address and telephone number (if applicable).
 - Mobile telephone number (if applicable).
 - Names, addresses, telephone numbers and signatures of adults who are authorised by the parents to collect their child from the setting, for example a childminder or grandparent.
 - Who has parental responsibility for the child.
 - Information about any person who does not have legal access to the child.

- On occasions when parents are aware that they will not be at home or in their usual place of work, they inform us in writing of how they can be contacted.
- On occasions when parents, or the persons normally authorised to collect the child, are not able to collect the child, they provide us with written details of the name, address and telephone number of the person who will be collecting their child. We agree with parents how to verify the identity of the person who is to collect their child.
- Parents are informed that if they are not able to collect the child as planned, they must inform us so that we can begin to take back-up measures. We provide parents with our contact telephone number.
- We inform parents that we apply our child protection procedures in the event that their children are not collected from setting by an authorised adult within one hour after the setting has closed and the staff can no longer supervise the child on our premises.
- If a child is not collected at the end of the session/day, we follow the procedures below:
 - The child's file is checked for any information about changes to the normal collection routines.
 - If no information is available, parents/carers are contacted at home or at work.
 - If this is unsuccessful, the adults who are authorised by the parents to collect their child from the setting – and whose telephone numbers are recorded on the Registration Form – are contacted.
 - All reasonable attempts are made to contact the parents or nominated carers.
 - The child does not leave the premises with anyone other than those named on the Registration Form or in their file.
 - If no-one collects the child after the setting has closed and there is no-one who can be contacted to collect the child, we apply the procedures for uncollected children.
 - We contact our local authority children's social care team:

01722 327551 (name and phone number)

- For full day care, this will be the out of hours duty officer:

01722 327551 (name and phone number)

- The child stays at the setting in the care of two fully-vetted workers until the child is safely collected either by the parents or by a social care worker.
- Social care will aim to find the parent or relative. If they are unable to do so, the child will become looked after by the local authority.
- Under no circumstances will staff go to look for the parent, nor do they take the child home with them.
- A full written report of the incident is recorded in the child's file.
- Depending on circumstances, we reserve the right to charge parents for the additional hours worked by our staff.

- Ofsted may be informed:

0300 1231231

(telephone number)

- Our local Pre-school Learning Alliance office/Pre-school Development Worker may also be informed.

07917 7067283

(name and phone number)

Other useful Pre-school Learning Alliance publications

- Safeguarding Children (2010)

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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)