

1 September 2017

NLTP 37

Dear Parents/Carers

## Welcome / Welcome Back

Welcome back to Eaton Mill Nursery, with a particular welcome to all parents joining us for the first time. Both new and existing children have settled in very comfortably and are working hard.

## BayBees Takes Off



As you are probably aware BayBees has opened and is proving really popular with all its clients. It is so popular that they're struggling to put into words just how much they enjoy it! This may have something to do with the average age being 13 months old but I doubt it! We have availability in BayBees so if you or someone you know needs a place then please let us know.

## Nursery Places – September 2017

We are currently taking bookings at the Nursery for children who are eligible to join us from September 2017. If you have a child aged three months or over and you would like them to join our Nursery, or your child already attends and you wish to increase their sessions for the new academic year, please speak to Sharon in the Atrium for more details.

Please note that spaces get booked up very quickly and will be allocated on a first-come, first served basis.

## 30 Hours Free Childcare

We have registered to provide 30 hours free childcare from September 2017 for working parents and priority will be given to those children who are already in attendance. If you are either a working parent with a two or a three year old at the moment or you intend to return to work in the near future then please express your interest in claiming the 30 hours free childcare per week with Sharon in the Atrium.

Please be aware that spaces get booked up very quickly and will be allocated on a first-come, first served basis.

## Nursery Fees

All **October fees** are due to be paid in full by **Friday 29 September 2017**. Any outstanding fees must be paid immediately; all late or non-payments will incur a 10% surcharge. If fees are still not paid in full one month after the due date, then all non-grant sessions will be stopped with immediate effect.

If you have an outstanding balance which you are having difficulty paying or if you would prefer to pay your fees weekly and wish to set up a weekly payment plan, please speak to Sarah in the Atrium as a matter of urgency.

## Children's Art Folders

The children's completed artwork is stored in the individually named folders next to the exit doors every day. Please check the folders regularly and take home any work that your child has completed.

## 'WOW' Moments

We are constantly looking at ways in which we can celebrate children's experiences and that includes their achievements at home. With this in mind, we have our 'WOW' Moment display boards in each of the rooms; we encourage all parents to add their child's 'wow' moments from home so that we can share these with you.

Please find attached some blank 'WOW' moment sheets for you to complete and return to us when you would like to share with us something special your child has achieved.

## Children's Bags

We would like to take this opportunity to remind parents that all children should arrive with a bag, clearly labelled with their name, containing a full change of clothes (including socks and underwear) every day that they attend the Nursery. Even if your child is fully toilet-trained we still require a complete set of clothes as children do sometimes get wet or messy through play and we want to ensure that their time spent with us is as comfortable and happy as possible.

The following is a list of other items that we request you provide for your child from home:

- Nappies (if applicable)
- Baby Wipes
- Nappy sacks
- Sun cream and sun hat / gloves and hat (depending on the current weather conditions)

Any prescribed medication your child needs (e.g. asthma inhaler, eczema cream etc.) must be handed to a member of staff. You will be required to complete a parental consent form in order for the Nursery to administer the medication.

## Polite Reminder

Could we please remind all parents/carers to refrain from smoking at the front of the Academy by the entrance gates and on the Academy grounds.

We would also like to remind everybody that scooters, bikes and skateboards must not be ridden on Academy grounds. Any child or adult seen riding on the grounds will no longer be permitted to bring them to school.

Thank you in advance for your cooperation in promoting good relations and role modelling.

## Holiday Club

Holiday Club will be operating during the upcoming break, between **Monday 25 and Friday 29 September**. To request a place for your child/ren at the Holiday Club please collect a booking form from the Atrium. The deadline to apply for a place is Friday 15 September.

Please be aware that places must be requested in advance and are allocated on a first-come, first-served basis. Booking requests received after this date, or once Holiday Club has commenced, are not guaranteed to be accommodated and confirmation is dependent on staff safety ratios.

All confirmed Holiday Club sessions will be invoiced and must be **paid for in full** before we break up on Thursday 21 September. Cancellations of pre-booked sessions will still be charged at the full price.

## Last Day of Term

Finally, we would like to remind you that the last day of this Learning Block is **Friday 22 September**. We return to the Nursery on **Monday 2 October**.

Nursery holiday dates for 2017-2018 can be collected from the Atrium or viewed online at [www.tpamk.co.uk](http://www.tpamk.co.uk).

Yours sincerely



Warren Harrison  
Chief Executive Officer