***Calderwood Lodge Nursery Class***





***Newsletter 1***

*Dear Parent/Carer,*

*We have had a very busy first few weeks in our new building. The staff and children have settled well and have enjoyed exploring their new environment together!*

*A very warm welcome to our new children and their families I hope you already feel like part of the Calderwood Lodge community.*

*Our newsletters will be published monthly and will contain examples of things that have been happening in our nursery alongside reminders or information for parents and carers.*

*We will be setting up our own nursery Twitter soon, please follow us and visit our nursery class blog for regular updates.*

*Kind Regards,*

*Marion Carlton*

*Head Teacher*

**Staffing**

This year we have welcomed a number of new staff to Calderwood Lodge nursery:

Mrs Yvonne Crookshank Depute Head of Centre

Mrs Siobhan Murphy Child Development Officer

Mrs Stephanie Rattray Child Development Officer

Mrs Michele Liddle Pupil Support Assistant

Mr Tam Edgar Senior Janitor

We are delighted to welcome these new members of staff to our team. Over the next few months as our numbers grow I will keep you up to date with any new appointments that are made.

**Parent Pay**

East Renfrewshire Council has introduced a cashless catering system for nursery children. Parents can top up their child’s lunch account online. We would ask that parents **do not** hand lunch money into the staff when this system is up and running. The office will issue the details to allow parents to do this in the next few weeks.

**Students**

Over the session we will welcome teaching students from Glasgow and Strathclyde Universities who are undertaking their B.Ed or PGCE teaching qualifications. We will also welcome students from a variety of colleges in the Glasgow area who are undertaking training to become Child Development Officers. These students are always a great support the children benefit from having an additional member of staff in the nursery.

**Lost Property**

Things do get lost from time to time, to help us return items to their owners please put your child’s name on everything especially jackets, jumpers, water bottles, shoes and lunchboxes.

**Head Lice**

Head lice can be common in children of nursery and school age. Head lice can’t be prevented but regular checking ensures early detection and treatment if necessary. The best detection method is wet combing. Parents should aim to check their children’s hair once a week during hair washing. All you need is your usual shampoo, ordinary conditioner and a louse detection comb. Local pharmacists will provide parents with the latest guidance on treatment.

**Drop Off and Collections**

Nursery sessions are structured to ensure the experiences offered cover all curricular areas and have a balance of adult and child led learning as well as high quality adult/child interactions during free play.

To ensure this happens the nursery has drop off and pick up times built into the day. During these times children are gathered in groups and a designated member of staff is on door duty. This system minimises disruption to learning and ensures the safe arrival and dismissal of all children. Our morning pick up time is from 11:45 to 12 noon and the afternoon pick up time is from 15:45 to 16:00. I ask that parents do not collect their child before this time to ensure all children are getting the most from the nursery session. Anyone who needs to collect their child before this time for a dental or doctor’s appointment should go to the school office as they would for a child in any other class within the school.

All children and parents should have left the playroom by 12 noon and 4pm to allow staff to prepare the playroom for the next session, have their lunch break and get home at the end of the day.

We understand that things can happen causing late pick-ups. However parents who consistently arrive after 12noon or 4pm will be charged. Parents using wrap must ensure they have left the building by 6pm sharp.

**Toy Fund**

In line with all East Renfrewshire nurseries we ask parents to contribute to our Toy Fund. This fund pays for the snack we give children each day, ingredients for baking and cooking activities, trips and sports coaches to come in and work with the children. We ask parents to pay £3 per week. Parents can pay using Parent Pay each term.

**Clothes**

All children are given a shoe bag when they start with us. Please leave a pair of indoor shoes in this bag for children to wear in nursery, slippers are not suitable as they can cause children to have falls when they are playing especially in large equipment like the climbing frame. In addition to shoes you can leave a change of clothes, this means if children have an accident or get wet during the day staff can change them into their own clothes. An extra pair of pants and socks is particularly helpful. We go outdoors in all weathers so please bring in a pair of wellington boots to leave in nursery. Write your child’s name inside both boot sand give them to your child’s keyworker who will put them in our outdoor changing area.

**Snack**

Last year we asked parents to provide a small snack for their child to have at nursery. This year we have increased the Toy Fund by £1 and we will provide all snack during the day. If your child attends early morning or late wrap around care you might want to put a small, healthy snack in for them to eat at this time. There is no need to send in a snack if your child does not attend wrap.

**We need . . .**

As a new nursery we have bought a range of resources and are still shopping! There are some things we need for our outdoor and creative play that you might have at home! If you have any of the following that you are no longer using please bring it in for us to use:

* Pots and pans
* Large spoons
* Kitchen utensils
* Mixing bowls
* Stainless steel teapots

We are always looking for interesting materials in our craft area:

* Wool
* Small junk materials e.g. cereal boxes, milk tops
* Scraps of material
* Ends of wrapping paper and ribbon

**Nursery Lunches**

A growing number of children are having lunch. We are a healthy eating nursery and ask parents to support this by sending in healthy lunches (a little treat is ok!). Please put your child’s lunch in a standard lunch box and include an ice pack to keep it cool. Remember to include a drink and cutlery if it is required. We have a number of children with peanut allergies and for this reason the school and nursery is a nut free zone. Please do not send in lunches that contain nuts, this includes chocolate spread.

If you buy a hot lunch the menus are available on line. There is one option each day and children are encouraged to serve themselves with the support of the lunchtime wrap staff. Please check the menus and if there is a day that your child does not like the choice send in a packed lunch instead.

**Nursery Holidays**

During home visits parents were able to choose the standard ERC holiday or the Calderwood Lodge holidays. The holiday lists to match your choice will be issued, please keep this safe and refer to it throughout the year.

**Health and Safety**

The health and safety of the children who come to nursery is our priority. With this in mind parents and carers are asked not to bring prams and buggies into the nursery. These cause congestion in the cloakroom area and block fire exits.

**Holiday Provision**

We do not provide holiday provision at Calderwood Lodge, this is available for children who attend our nursery at family centres across East Renfrewshire. If you are interested in this please speak to Yvonne who will give you the relevant information and forms.

***We value your views***

***Please let us know if you are particularly pleased about something or have any suggestions:***

**Parent’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Please return to the school office.*

*Thank you!*