



## August/ September 2024 Newsletter

We would like to **welcome** all our children and families back after their summer holidays. We hope you had a lovely time off. We have been **very busy over the last few weeks settling** all our new **children and families**. It's been **lovely getting to know you all** and great to see how quickly you **have all settled in**.

### Session Times

Please see below a **reminder of the session times**.

**AM session 8am -12.45pm PM session 1.15pm - 6pm Full day session 8am - 5.30pm**

All **AM children** should be away from the centre by 12.45am, therefore we ask that **they are collected by 12.40pm**.

All **PM children** should be away from the centre by 6pm therefore we ask that **they are collected by 5.55pm**.

**Any child attending a full day session** should be collected by **5.30pm**.

Please note many of our staff finish work at the times stated above/ or go for their lunch break (e.g. 12.45-1.15) so it's **imperative that the children are away by the end of their session**.



As you know we use this app to **share lots of pictures and videos** of your child participating in a wide range of learning experiences while at the centre. If you need a copy of the QR code and instructions to access this please **ask your child's keyworker or the office** for another copy. Please note the **app and QR code cannot be shared with others or any content added onto any social media accounts** as permission is given only for parental/ guardian access.

### Welcome

We would like to **welcome our new staff** who have started with us. **Elaine Howie** is one of our EYPs who works in the 3-5 room. Elaine covers some of the FT staff rest day therefore will be getting to know many of you and your children. **Rebecca Welsh** is our new Early Years Assistant, Rebecca's role will be to support the 3-5 playroom and also support with mealtimes.

### Personal Care

Please note if your child is **currently wearing nappies or pull ups** can you please send in some wipes and nappies that can be kept here. If your child requires a **barrier cream to be applied**

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e.g. bepanthan this will **need to be prescribed** and the relevant medical forms completed.  
Thanks



### Exclusions for sickness

To ensure we **minimise the risk of infection**, we have a **48 hour exclusion policy** for any child who has **diarrhoea or sickness**. The **48 hours should be from the last period of sickness/diarrhoea**. This is to help minimise the spread of infection and ensure that the children and staff are well.

### Mealtimes

There has been some **changes to the times and delivery of our mealtime's** which affects some of the children. **Please see below the new timings.**

<b>Morning session 8am-12.45pm</b>	9.30am - Free flow Snack (variety of fruit) 11.45am - A hot two course lunch
<b>Afternoon session 1.15pm - 6pm</b>	1.45pm - A hot two course hot lunch 3pm - Free flow snack
<b>Full day session</b>	9.30am - Free flow Snack (variety of fruit) 11.45am - A hot two course lunch 3pm - Free flow snack (variety of sandwiches & fruit)

If you have any questions or queries please speak one of the staff. We currently have a three week menu which is on display on the playroom notice boards.

### Holidays & Closures



The **centre will be closed to all children on Monday 23<sup>rd</sup> September** for a staff In Service Day.

A **full copy of our holidays and closures** for 2024- 2025 has been added to Seasaw. It can be found in the messages section. If you require a **paper copy** please ask at the office.



### Keeping In touch

Just a reminder if your child is going to be **absent** from the centre for any reason can we kindly ask that you contact the **centre on that day as early as you can?** The campus telephone number is 01475 **687 687**. The centre is currently **option 4**.

If any child is **absent** and the centre has not been informed the **keyworker will try to contact** you at some point throughout the day.

### Annual data Check / Photo permission forms

We will be issuing our **annual data checks and photo permission forms** over the next few weeks. This is to ensure we have **accurate information** for all our children and families. Can we ask that these are returned promptly? If any of your details have changed recently can you please let the office know to ensure our records are up to date?



We were delighted to win **first prize for our "fabulous vegetables"** at the Largs Flower show at the weekend. We also received a **second prize** for our amazing **"Pirate ship planter"**. The children worked along with the staff to create this. We received £15 prize money which will be used to purchase seeds and plants for our garden.

### Weekly Fire Alarm Testing

Please note the Campus currently tests its **fire alarm every Thursday morning** usually between **8.10am -8.30am**. This can be done at least three different times within that period.