

# Glenpark Early Learning Centre



## Welcome

Welcome back to all our returning boys and girls and also a huge warm welcome to all our new children who have started nursery and are all settling in fantastically well.

Our nursery values parental involvement therefore if you have any ideas, suggestions or questions please do not hesitate to speak to Patricia, Gaynor or your child's keyworker. We also have a comments box in the hallway if parents would prefer to post their ideas or suggestions. The centre's Vision & Values is displayed in the front entrance and staff will continue to reinforce this with your children during their sessions. Spare newsletters are on the stand in the nursery foyer.

## Update

Annual Data forms will be issued soon to all Parent/Carers for their child. **It is vitally important that these are completed, signed and returned to the Centre.** It is essential that we have up to date contact numbers, address and emergency contact details.

If your child requires to take any medication please speak to their keyworker about this and the appropriate forms will be issued. All medicines should be signed in and out and should be checked monthly by parents in case medication or dosage has changed. We would ask all parents to make sure there is no medication left in children's bags within the cloakroom areas. **Please always let us know if someone different is picking up your child. It is for their safety.**

## Names

### Important:

PLEASE remember to put children's names on their jumpers, jackets etc. to avoid confusion and mix up at the end of the session.

We also communicate with parents through text messages. Please don't reply to this number as we cannot read replies. Thanks

## Registration Station

We have introduced a registration station in both playrooms in order to ensure the safety of all our children.

Two members of staff will now be taking the register at the beginning and end of each session.

In order to help us could you please let us know if someone different is collecting your child.

## Annual Update and medicine

Annual Data forms will be issued soon to all Parent/Carers for their child. **It is vitally important that these are completed, signed and returned to the Centre.** It is essential that we have up to date contact numbers, address and emergency contact details.

If your child requires any medication please speak to their keyworker about this and the appropriate forms will be issued. All medicines should be signed in and out and should be checked monthly by parents in case medication or dosage has changed. We would ask all parents to make sure there is no medication left in children's bags within the cloakroom areas.

## Parking

The council has stated that our car park is for staff and visitors only. As we know you will agree with us the safety of children comes first therefore we hope that you will all support us with this.

The council has stated that only blue badge holders can use the car park.



## Session Times

### **Session Times Morning:**

**8:45am to 11:55am**

**Doors open:**

**8:45am to 9:05am**

**11:35 to 11:55am**

### **Session Times Pattern 3:**

**Monday & Tuesday 8.45 am - 3.20pm**

**Wednesday 8.45 am - 11.50 am**

### **Session Times Pattern 4:**

**Wednesday 12.30pm-3.10pm**

**Thursday & Friday 8.45am - 3.15pm**

### **Session Times Afternoon:**

**12:30pm to 3:40pm**

**Doors open:**

**12:30pm to 12:50pm**

**3:20pm to 3:40pm**

Due to the increase in session times we would ask that parents/carers collect their child promptly and **no later than 11:55am or 3:40pm**. Staff require to have lunch and prepare for the next session. **Playroom Doors will not be open prior to the stated times, so don't come too early!** We appreciate that children will at times be late or have appointments to attend. Parents can of course pick up or drop off out with these times as needed.

We would appreciate your co-operation with this.

## Sponsors

Throughout the year the children will take part in two sponsor events. The first sponsor helps us to subsidise Christmas gifts, Party and lots of festive treats. The second sponsor helps us to fund End of Term party, gifts and lots of treats.

### Sponsor Mini Kicks

#### Wednesday 2<sup>nd</sup> October 2019

All the children will be taking part in our Sponsor Mini Kicks on Wednesday 2<sup>nd</sup> October. We are so lucky that Paddy from Community Morton will be here to set the children Mini Kicks Sponsor Challenge. We hope to raise as much as possible from sponsor money or donations to enhance Christmas at Glenpark ELC.

### Sponsor Build-A-Thon

#### Wednesday 13<sup>th</sup> May 2020

All the children will be taking part in our Sponsor Build- A -Thon. More information to follow nearer the time.

## Our Vision and Values Song

At the start of each nursery session the children sing our Vision & Values song to the tune of Row, Row, Row your boat

"At Glenpark Early Learning Centre we try to be the best that we can be. Our Vision and our Values are always clear to see. Parents, carers, children staff are equal everyone.

Play and share grow and laugh learning is such fun"

## Stay and Play Sessions 2-3 Playroom

### Maths Week

#### 30<sup>th</sup> Sept-4<sup>th</sup> Oct

We are aware that the children don't really tell the parents what they have been doing at nursery. Therefore, we would like to invite parents in to see all the exciting activities the children take part in daily:

#### **Blue Group**

Monday 30<sup>th</sup> Sept 10.30-11.30 and 1.45-2.45

#### **Red Group**

Tuesday 1st Oct 10.30-11.30 and 1.45-2.45

#### **Green Group**

Thursday 3<sup>rd</sup> Oct 10.30-11.30 and 1.45-2.45

## Stay & Play Sessions 3-5 Playroom

### Maths Week

30<sup>th</sup> Sept-4<sup>th</sup> Oct

We would like to invite parents in to see all the exciting activities the children take part in daily. Due to the amount of children we have we have allocated set days for each group:-

#### **Blue/Green Group**

Monday 30<sup>th</sup> Sept 10.30-11.30 and 1.45-2.45

#### **Pink/Yellow/Purple Group**

Tuesday 1<sup>st</sup> Oct 10.30-11.30 and 1.45-2.45

#### **Red/Orange Group**

Thursday 3<sup>rd</sup> Oct 10.30-11.30 and 1.45-2.45

#### **Silver/White Group** 10.30-11.30 and 1.45-2.45

Friday 4<sup>th</sup> October

If any of the dates above are unsuitable please speak to your child's keyworker.



#### Halloween party

Thursday 31<sup>st</sup> October

We will be having a Halloween party on Wednesday the 31<sup>st</sup> October. If your child does not attend on a Thursday they are more than welcome to come along and join us. Please do not worry if your child does not wish to dress up, this is optional.



#### Toileting

At Glenpark Early Learning Centre children are encouraged to go to the toilet themselves, this helps them develop their independence skills, which will support them when transferring to primary school. Please do not worry if your child has an accident as we expect this at times.

## Parent's Information Meeting

### Hosted by your Children

A.M. children - Wednesday 2<sup>nd</sup> October

4.00 - 4.30

P.M. children - Wednesday 9<sup>th</sup> October

4.00 - 4.30

The children will have the opportunity to develop their confidence and communication skills by informing parents about events which have happened in the nursery and that are important to us here at Glenpark Early Centre.

This is a great chance for parents to come along and see what the children are learning in all the different areas of the nursery. Throughout the year we will have individual meetings with your child's keyworker. We have an open door policy here at the centre which means if you have any concerns at any time you can pop in and speak to us. We are here to help.



#### Pyjama Party Nursery Fundraiser

Friday 15<sup>th</sup> November 5-7 p.m.

We are hosting our first ever Glenpark Pyjama Party. This is an exciting time for the children to come to nursery from 5-7 p.m. for games, films and treats. There will be a small charge of £5.00 per child with all proceeds going towards the children's Christmas gifts and party.

This is a great opportunity for parents to go out for dinner or start your Christmas shopping while our excellent talented staff entertain the children.



### Christmas Carol Concert

Friday 6<sup>th</sup> December

We will be having our Christmas Carol Singing Concert at Westburn Church on Friday 6<sup>th</sup> December. Drop off 9.00am and 12.45pm at the Westburn Church. All family members are welcome to come along and join in with our singing. Parents welcome at 10.00 am or 1.30 pm.

### Christmas Party

Wednesday 18<sup>th</sup> December

Our Christmas Party will be on Wednesday 18<sup>th</sup> December. Uncle Billy will be coming along to entertain the children and we will also be having a surprise visitor too. Normal session times will apply.



### Wall of Wonder

You may have noticed our Wall of Wonder display in the nursery foyer. This has been introduced to celebrate the children's achievements out with the nursery. Join us in celebrating these achievements and marvellous moments by adding to our Wall of Wonder! Just bring in a photo (if you want you can email the photo for us to print) and write on one of the slips provided in the baskets at the front door. Give these to your child's keyworker and they will add it to our Wall of Wonder for all to see! Wonder moments can be as small as completing a jigsaw, eating all their dinner, sleeping all night or building a model to big news like toilet training, riding a bike, learning to swim, or becoming a big brother or sister



### TWITTER

The nursery has a Twitter account that we use to show parents the exciting activities that the children take part in. You can follow us on Twitter: [@Glenpark\\_elc](https://twitter.com/Glenpark_elc)

If you do request to follow us please speak to your child's keyworker as sometimes we are unsure of the request names. If you do not want your child's photograph to be used on Twitter please inform your child's keyworker.



### CURRICULUM

The staff use Curriculum for Excellence Early level outcomes to plan appropriate learning activities for all the children. Throughout your child's time at nursery your child's keyworker will observe, plan and progress your children's learning in partnership with parents. Your Settling In Meetings with your child's keyworker is a great opportunity for discussing your child so that the staff can get to know their likes & dislikes, interests and learning styles.



DATE	EVENT
Week beginning Monday 30 <sup>th</sup> September - Friday 4 <sup>th</sup> October	Stay & Play sessions - Allocated group days
Wednesday 2 <sup>nd</sup> October	Mini Kicks Sponsor Event
Wednesday 2 <sup>nd</sup> October	Parents Information Night Morning Children hosting -
Wednesday 9 <sup>th</sup> October	Parents Information Night Afternoon Children hosting
Monday 14 <sup>th</sup> October	October Holidays (1 week)
Monday 21 <sup>st</sup> October	Nursery Closed In-service Training Day for Staff
Tuesday 22 <sup>nd</sup> October	Nursery Closed In-service Training Day for Staff
Wednesday 23 <sup>rd</sup> October	Nursery Re-opens
Friday 15 <sup>th</sup> November	Pyjama Party
Friday 6 <sup>th</sup> December	Christmas Carol Concert Westburn Church
Wednesday 18 <sup>th</sup> December	Christmas Party Uncle Billy and Santa
Friday 20 <sup>th</sup> December	Last Day of Term
Monday 6 <sup>th</sup> January	Nursery re-opens
Wednesday 29 <sup>th</sup> January	Children's Information Night for children/parents starting January
Thursday 6 <sup>th</sup> February	Mid Term Break - Nursery Closed
Friday 7 <sup>th</sup> February	Staff in-service training - Nursery Closed
Wednesday 12 <sup>th</sup> February	Staff in-service training - Nursery Closed
Thursday 13 <sup>th</sup> February	Nursery Re-Opens
Wednesday 1 <sup>st</sup> April	Easter Party
Thursday 2 <sup>nd</sup> April (please note that this gives you loads of time to make your Easter bonnets!)	Easter Bonnet Parade Times to follow nearer the time

	
Thursday 2 <sup>nd</sup> April	Nursery Closes
Monday 20 <sup>th</sup> April	Nursery Re-opens
Monday 4 <sup>th</sup> May	May Day Holiday Nursery Closed
Friday 8 <sup>th</sup> May	Public Holiday Nursery Closed
Wednesday 13 <sup>th</sup> May	Sponsor Build-A-Thon
Thursday 21 <sup>st</sup> & Friday 22 <sup>nd</sup> May	Nursery Closed
Monday 25 <sup>th</sup> May	Nursery Closed
Tuesday 26 <sup>th</sup> May	Staff in-service training - Nursery Closed
Wednesday 27 <sup>th</sup> May	Nursery Re-Opens
Friday 19th June	End of Term Celebration (all parents welcome - Westburn Church am children 10am & pm children 1.30pm) Normal session applies for children
Wednesday 27 <sup>th</sup> June	End of Term Party with Uncle Billy
Friday 26 <sup>th</sup> June	Last day of nursery

Other events may happen throughout the year, we will notify you about these dates on our notice board, text message or newsletters.

Some dates may be subject to change but we will try to give notice of events.