



Larkfield ELC

Start of Term Newsletter.

Cosy up and grab a cuppa, we have a lot to catch up on ☺

This month has been as busy as ever as we welcome back to nursery all our returning wee yins and term time staff, and welcome lots of new wee yins that are joining us here at Larkfield.

Staffing Update

As you will know our staff can be moved from room to room each year. Our staffing this year is as follows...

0-2 Playroom – Sophie, Shannon & Ashleigh

2-3 Playroom 1 – Kim, Muriel, Mags, Amanda, Rachel & Catherine

2-3 Playroom 2 – Mary, Karen, Yvonne, & Christine A

3-5 Playroom – Danielle, Joyce, Olivia, Ann, Charlene, Alison, Christine G, Michelle S, Gemma, Michelle H, Lynsey, Kirsty, Ali, Senga, Clare, Hannah, Jenna, & Pamela.

Kyle Watters, one of our Early Years Support Assistants, has very recently been successful at interview for a temporary position at Inverkip Nursery Class. Kyle's last day at LELC will be Thursday 24th September. We will all miss him during his absence but wish him all the best! It is not a goodbye but a see you soon ☺

Interviews will be conducted for our vacant positions and parents will be updated once these positions are filled.

House Boundaries

We kindly ask that **parent's DO NOT PARK or drive in/out of the nursery car park** unless they are a blue badge holder. We ask this in the best interest of your children's safety during drop off and pick up times.

Water bottles are **not** permitted within the nursery, and parents will be asked to take these home if they come in.

We also kindly ask that you are mindful when parking over resident's driveways/nursery gates.

If your child is off nursery for any reason we ask that you give us a call to let us know. If you are going to drop off past 09:30, we ask that you phone the nursery and order your child's lunch.

As the children's coat pegs are kept within the playroom, we ask that you only pack nursery essentials in your child's bag (Nappies/ dummy if required, change of clothing etc). We hugely discourage toys from home as if they are lost or broken, we cannot be held responsible for this and do not want any disappointed wee yins.

We are a **nut free** nursery and **cannot** have any food products containing nuts in bags.

We thank you for your cooperation.



Chargeable Childcare

Chargeable Childcare is a service where you can apply for payable private childcare. This service is applicable to all rooms and you can apply at any time, granted the service has a space. If we do not have a space, you will be added to our interest list and contacted if space becomes available. Education department carry out debt checks before granting an application a space. If and when you are granted a place, you must re-apply each year. Chargeable childcare applicants can now apply to pay for a lunch option for a fee of £3 per day. The lunch menu will run the same as the usual nursery menu and options. There is a 4 week termination period if you decide you no longer require this service.

If you require further information please do not hesitate to ask a member of the Senior Leadership Team.

Model Start and End Dates

With a 2 or 3 year old entitled Early learning and Childcare space there are 5 models of attendance, and these are allocated by Education HQ before your child starts. If you attend the nursery on a paid private space (chargeable childcare) your times will be individual to you depending on what hours you have chosen and pay for.

Our entitled ELC sessions are:

Model 1 Term Time	Monday to Friday – 9-3
Model 2 Extended Year	Monday & Tuesday - 08:05-17:45 Wednesday AM - 08:05-12:55
Model 3 Extended Year	Wednesday PM – 13:00-17:45 Thursday & Friday – 08:05-17:45
Model 4 Extended Year	Monday to Friday – 08:05-12:55
Model 5 Extended Year	Monday to Friday – 13:00-17:45

Nursery session End Times

Just as you are given a start date for your entitled ELC there are also end dates and times which vary depending on the year, model and which intake your child attends. This changes with every academic year as Education HQ adjust each entitlement of 1140 hours to reflect children's start dates and intakes. Please pay close attention to your child's end date and time as it varies depending on intake and model.

If your child starts in August they finish on

Model 1	30th June 2027 @ 3pm
Model 2	9th August 2027 @ 5:05pm
Model 3	30th July 2027 @ 4:10pm
Model 4	4th August 2027 @ 12:15pm
Model 5	10th August 2027 @ 5:45pm

If your child starts in January they finish on

Model 1	30th June 2027 @ 3pm
Model 2	20th July 2027 @ 4:55pm
Model 3	15th July 2027 @ 2:25pm
Model 4	16th July 2027 @ 12:05pm
Model 5	21st July 2027 @ 1:45pm

If your child starts in April they finish on

Model 1	30th June 2027 @ 3pm
Model 2	14th July 2027 @ 12:05pm
Model 3	14th July 2027 @ 5:10pm
Model 4	14th July 2027 @ 12:05pm
Model 5	15th July 2027 @ 5:15pm



Lunch Menu 2026-2027

We are a health promoting nursery and provide children with daily nutritional snacks. Children on a model 1-5 or pay for lunch through Chargeable Childcare are entitled to a hot/cold lunch. If you are bringing a lunch from home we ask that packed lunches consist of healthy choices such as sandwiches, pasta, yoghurts, and fruit.

The following menus do not include allergens or ingredients, if you require this information please speak to a member of staff.

Week 1 dates and menu -

Week commencing

*Dates in **Bold** only apply to 52 week nurseries

17 th Aug 26	7 th Sept 26	28 th Set 26	19 th Oct 26	9 th Nov 26
30 th Nov 26	21 st Dec 26	18 th Jan 27	8 th Feb 27	1 st Mar 27
22 nd Mar 27	*12th April 27	3 rd May 27	24 th May 27	14 th June 27
*5th July 27	*26th July 27			

Inverclyde Nursery Visual Menu 2026-27					
Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
Main Meal 1	Quorn Katsu Curry 	Chicken Goujons with potato wedges 	Beef Bolognese 	Quorn dipper with mash potato (v) 	Fish fingers with mash 
Main Meal 2	Baked Potato with Cheese (v)  Or Tuna 	Tomato and basil pasta(v) 	Quorn Burrito Wrap 	Baked Potato with Cheese (v)  Or Tuna 	Vegan Sausage roll with beans 
Sandwich option	Cheese Sandwich 	Chicken sandwich 	Cheese Sandwich 	Chicken sandwich 	Cheese Sandwich 

Week 2 dates and menu -

Week commencing

*Dates in **Bold** only apply to 52 week nurseries

24 th Aug 26	14 th Sept 26	5 th Oct 26	26 th Oct 26	16 th Nov 26
7 th Dec 26	4 th Jan 27	25 th Jan 27	15 th Feb 27	8 th Mar 27
29 th Mar 27	19 th Apr 27	10 th May 27	31 st May 27	21 st June 27
*12th July 27	*2nd Aug 27			

Inverclyde Nursery Visual Menu 2026-27					
Week 2	Monday	Tuesday	Wednesday	Thursday	Friday
Main Meal 1	Macaroni Cheese 	Chicken Burger with Potato Wedges 	Steak pie with mash potato 	Chicken Curry with rice 	Fish finger with mash 
Main Meal 2	Meat free Mince with potato 	Quorn Burrito wrap 	Baked potato with cheese(v)  Or Tuna 	Quorn dippers with mash(v) 	Omelette 
Sandwich Option	Cheese Sandwich 	Chicken Sandwich 	Cheese Sandwich 	Chicken Sandwich 	Cheese Sandwich 

Week 3 dates and menu -

Week commencing

*Dates in **Bold** only apply to 52 week nurseries

31 st Aug 26	21 st Sept 26	*12th Oct 26	2 nd Nov 26	23 rd Nov 26
14 th Dec 26	11 th Jan 27	1 st Feb 27	22 nd Feb 27	15 th Mar 27
*5th Apr 27	26 th Apr 27	17 th May 27	7 th June 27	28 th June 27
*19th July 27				

Inverclyde Nursery Visual Menu 2026-27					
Week 3	Monday	Tuesday	Wednesday	Thursday	Friday
Main Meal 1	Quorn Fillet with Diced Potato 	Cheese or Beef Burger with Potato Wedges 	Mince and Potato 	Chicken Meatballs with Pasta 	Bubble Salmon with Mash Potato 
Main Meal 2	Baked potato with cheese(v)  Or Tuna 	Tomato and Basil Pasta 	Macaroni Cheese 	Baked potato with cheese(v)  Or Tuna 	Vegan sausage roll with beans(v) 
Sandwich option	Cheese Sandwich 	Chicken Sandwich 	Cheese Sandwich 	Chicken Sandwich 	Cheese Sandwich 



Accessing the Building

It is massively important that parents and care takers are mindful when trying to access the building using the buzzer system as buzzing into the wrong playroom can upset children. Parents and Carers should buzz their child's playroom only which can be done using the arrows on the intercom outside the front door.

Once you have selected your child's playroom you should press the bell button at the bottom which will alert staff in your child's room that you are there. If you ring the admin office or any other playroom, staff will be unaware that you are at the door and may take longer to let you in the building.

If you need support to use the buzzer system let a member of staff know and we will show you how to use it 😊

We kindly ask that parents and care takers inform us if someone we have not met before is picking up their child. We will ask them for your child's individual password before allowing them into the building to confirm they are who you have said they are. If you do not know your child's password (they have all been set by the nursery), please speak to your child's keyworker.

Children's Toilets

With guidance from Care Inspectorate and the Scottish Social Services Council we ask that parents do not enter the children's toilets when they are in the playroom.

We understand at times your child may need support in the toilet at drop off and pick up times – However, staff can attend to children at this time, or, check the toilets are empty before allowing parents to enter the toilets.

This procedure is to ensure we are safe-guarding every child within the nursery and providing children respect regarding their personal care routines.

Clothing

As outdoor enthusiasts and weather warriors it is fair to say we brave all weathers and embark on various messy and muddy adventures..

Because of this, we ask if you can provide your child with a spare change of clothes, specifically pants/trousers/socks, which they can keep on their peg. Please make full use of our nursery uniform bank at the front entrance, or, uniforms are available to buy from Smiths Greenock or Logo'd.

We sincerely ask that expensive clothing is **not** put on your child as we are a nursery who embrace MESSY play! We also ask that football strips and colours are **not** wore by children.

Learning Journals

All children have a Learning Journals profile where staff can upload frequent updates on their play and learning. We highly encourage parents to engage with staff through Learning Journals as we love to see what you and your wee yin get up to out-with nursery. Parents can like observations and stories, and comment on their children's profile.

If you need assistance navigating the Learning Journals app or accessing your wee yins profile, please speak to a member of staff.



Important Dates for your diary...

Week beginning 14th September – Parents Meetings with Keyworkers (speak to keyworker for a date and time)

25th September – Nursery Closed to Model 1 Children

28th September – Nursery Closed to Model 1 Children

12th October until 16th October – Nursery Closed to Model 1 Children (October Holidays)

19th October – Nursery Closed to ALL children. Staff In-service Training

28th October – Haunted Halloween Walk

Week beginning 7th December – Parents Meetings with Keyworkers (speak to keyworker for a date and time)

9th December – Christmas Carol Concert

16th December – Christmas Party Day

22nd December until 6th January – Nursery Closed to ALL children (Christmas Holidays)

15th & 16th February – Nursery Closed to Model 1 Children.

17th February – Nursery Closed to ALL Children.

Week beginning 8th March - Parents Meetings with Keyworkers (speak to keyworker for a date and time)

26th & 29th March – Nursery Closed to ALL children. (Easter Weekend)

5th April until 16th April – Nursery Closed to Model 1 Children. (Easter Holidays)

3rd May – Nursery Closed to ALL children. (May Bank Holiday)

4th May – Nursery Closed to ALL children (Staff in-service training)

28th & 31st May – Nursery closed to Model 1 children. (Late May Bank Holiday)

Week beginning 7th June – Sports Week & 0-2 Celebration of Learning (date TBC)

Week beginning 7th June – 50-week children only - Parents Meetings with Keyworkers (speak to keyworker for a date and time)

22nd June – 2-3 Celebration of Learning Ceremony **23rd June** – 3-5 Celebration of Learning Ceremony

30th June – End of Term Celebration Day

From all the staff at Larkfield ELC, we thank you for taking the time to read our newsletter. We hope you feel welcomed, secure, and happy with your child's learning environment.

Speak soon 😊

Larkfield ELC