

Westfield Nursery Class

November 2016



Suggestions, Concerns and Complaints

Please remember that you can make suggestions to the nursery staff using the suggestions board and box in the cloakroom, using the slip at the bottom of the newsletters or by speaking to a member of staff.

If you have any concerns or complaints you may also report these to nursery staff, Mrs Ellington or by following the complaints procedure on the cloakroom notice board. Thank you.

Open Door Policy

Please remember if you have any concerns or anything you wish to discuss please do not hesitate to approach your child's key worker or any other member of staff. Although it is not always possible to enter into discussions when all of the children are entering the nursery, the staff are usually able to discuss concerns once the busy period is over.

Mrs Ellington, Miss Reilly and Mrs Alston are also available by appointment if there is something you wish to discuss with management. Thank you.



Stay and Play Days

Parents are invited to visit the nursery for a stay and play session for the fortnight beginning 7th November. Morning parents can play between 8.40 and 10.30 and Afternoon parents can play between 1.00 and 2.50. This is an opportunity to play with your child in nursery. If you would like to join please add your name to the sign up sheet in the cloakroom.

Suggestions / Comments: If you have any suggestions or comments please fill in below, tear off and return to a member of staff.

Collection Times

Staff would like to remind parents and carers that the children should be collected no later than 11.50 and 4.10. The 10 minutes after the morning session and 20 minutes after the afternoon session are allocated for staff to discuss planning and progress confidentially. Thank you.



Topic

In November and December we will be learning about 'The Post Office' and 'Christmas.'

Christmas Fayre

The children will be making craft items which will be available to buy at the Christmas Fayre on Wednesday 30th November. Tickets for the Fayre are available from the school office. Tickets are priced at £1 for adults and 50p for children. In addition to buying your own child's handmade craft item there will also be items for sale from the school classes, a variety of local businesses, a tombola, a baked goods stall and Santa's Grotto.

If you would like to contribute to the baked goods stall please bring your cake to the school office on the morning of Wednesday 30th November. Any items you wish to donate to the tombola can be given to the school office from Monday 28th November. Thank you.



Christmas Party

The Christmas Party will be held on Friday 23rd December. Children should attend the normal session however parents and carers are invited to return at 10.30 and 2.30 to see their child receive a present from Santa.

Christmas Show

This year the children will perform some Christmas Carols on the gym hall stage for their parents and carers. This event will take place on Thursday 8th December at 10am for the morning session and 2pm for the afternoon session.

After the performance parents, carers and children are invited to join the nursery staff in the playroom for some tea, coffee and mince pies.



Dates for your Diary

Holidays and In-service Days

****Nursery closed: Mon 21st November**

****Nursery closed: Mon 26th December, Nursery reopens: Mon 9th January**

Events

****Christmas Fayre, Wed 30th November, evening**

****Christmas Show, Thurs 8th December**

****Christmas Party, Friday 23rd December**

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