

## **Portico Day Nurseries Ltd** “every child is unique”

Portico Poppets, 1 Leicester Street, Thatto Heath, St Helens WA9 5QH

T. 01744 811112 [www.PorticoDayNurseriesLtd.co.uk](http://www.PorticoDayNurseriesLtd.co.uk)

Info@PorticoDayNurseriesLtd.co.uk

Registered in England & Wales No. 5720805



April 2008

Dear Parents,

Welcome to our first news letter. We produce news letters four times a year. Pre-school also receive termly newsletters.

We are extremely pleased with the nursery and its layout, it is always a concern when starting a project from scratch how it will turn out, but Portico Kindergarten is everything we expected it to be and more. The outside area is now nearly finished and we are just hoping for some good weather so that the grass will start to grow.

### **Gates**

For the security of both the school and nursery, parents entering the school/nursery grounds before 08.45 should do so via the gate leading into the school playground. After this time the gate that leads to the school office should be used. When the school is on holiday we will use the gate leading into the playground. Now that all work has finished the large silver gates will always be locked. We are eventually hoping to have our own gate directly off Town Green Lane.(If you are unfamiliar with the school layout all these entrances are along Town Green Lane)

### **Summer Protection & spare clothes**

Hopefully we are going to have a glorious summer (we can only live in hope!) We need to ensure the children are well protected from the sun, however as a policy if the sun is extremely hot we do not go outside between 11.00-15.00. Can you please supply a sun hat and sun cream. Please ensure these are clearly labelled with your child's name. Please can we ask for a spare set of clothes to be provided each day for your child. If it is easier please feel free to leave a bag of spare clothes in nursery.

### **Teddy Bears picnic**

On Thursday 17<sup>th</sup> April we are holding a Teddy Bears picnic from 1.30pm-2.30pm. Can we ask for your child to bring in their favourite Teddy. If your child has not started nursery but would enjoy the picnic please do come along. However due to staff ratios we will have to ask you to stay with your child.

### **Staff**

We now have four members of staff;

Nicola who is the deputy manager has been with Portico day nurseries for four and a half years.

Nicola will be based in baby room. She has a Cce level 2 and Dce level 3.

Also A1 & A2 units and a current first aid certificate.



ALSO AT: Portico Lodge, Portico Lane, PRESCOT L35 7JS

T: 0151 430 8005 E-Mail: [Info@PorticoLodge.co.uk](mailto:Info@PorticoLodge.co.uk)

N.A.Politis Director, C.E.Jackson Director

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Louise who has fifteen years experience and came highly recommended to us by early years expert. She will be heading the team in pre-school. Louise is NNEB qualified.

Rachel who has just completed her Diploma in childcare education. Rachel has trained with us for the past 12 months.

Hayley who has just completed her NVQ 2 and will shortly progress on to her NVQ 3. We also have two experienced staff ready to start in September when our numbers increase. At the moment we are also utilising members of staff from our other nurseries. This is an excellent opportunity, for the staff that are new to the company to share ideas and gain valuable knowledge about Portico Day Nurseries Ltd.

As company policy we also look to accommodate students, who are carrying out various child study courses. This may be students who are only on placement for 2 days a week over term time, and also NVQ students who do full time placements. These students are **not** counted in our staff-child ratio's and are never left unattended with children. We have found over the past five years that allowing students to do placements with us has been an excellent way of finding good staff.

### **Web site. [www.porticodaynurseriesltd.co.uk](http://www.porticodaynurseriesltd.co.uk)**

Please visit our web site you will see it progress over the next few weeks, with lots of information on nursery and the staff, training they will be attending and extra qualifications they will be studying for. We also show the news letter on there.

### **CCTV**

The cctv will be up and running by Friday 18<sup>th</sup> April. This will allow you to watch your child in there room, without them being able to see you. A great way to know how your child is getting along in nursery..

### **Telephone number**

At last we have a telephone line the number is 01695 422319. You can also email at [nicole@porticolodge.co.uk](mailto:nicole@porticolodge.co.uk)

### **Suggestion box.**

We will very shortly have a suggestion box in the entrance hall, please feel free to use it we always welcome feed back. Nursey policies and procedures are also in the entrance hall for you to read.

Thank you for your support over are first few weeks.

Regards

Nicole & Staff.



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