

January 2009 newsletter



WELCOME to all our families at Portico at Moss Bank.

Firstly, we would like to formally introduce you to the staff at Portico at Moss Bank. The company is owned by brother and sister team Nicole and Craig who you may from time to time bump into.

Setting manager - Sarah Fillingham EYP (Early Years Professional) has 15 years experience.

Senior - Heather Perkins NVQ3 has 4 years experience

We also have the pleasure of 2 full time students -

Rachel - EYPS student at Hope University and Leisha - CCLD level 2 at Tamcos training centre.

As the number of children grow we will employ more staff, including a deputy manager to meet the child/staff ratios. We will introduce you to any new staff as they start.

As I'm sure you are all aware now, once in the children's centre we have a doorbell to gain access to the nursery. If you are just coming to drop off or collect your child you do not need to sign in the visitors book at the main desk. The only time we would ask you to do so is if you are staying within the building for any length of time with your child.

If you are not as yet signed up at the centre please take a look or ask at the main desk - there are lots of fun sessions that you can go along to.

Please log on if you can to our website - www.PorticoDayNurseriesLtd.co.uk I will update this on a regular basis with photos of activities from around nursery that your children may have taken part in and any special events that have been planned.

Newsletters will be termly. If you have supplied me with your email address I can send you them via the internet.

We have a notice board as you walk into the nursery. On here is a copy of our complaints procedure.

On the shelf is our policy and procedure file - please feel free to look at these procedures.

They outline our policy aims and how we deal with issues.

There will also be a suggestion box.

Our weekly menu will be displayed on the board when we have a full time cook.

In the next couple of days you will be told who your child's key worker is. They are responsible for planning activities for your child around their interests and development. We will be involving you in this process too. At the end of each month when we evaluate we will ask for your input, and we also have a 'parents voice' section in our learning stories where you can make any comments or suggestions.

We have a parents evening once a year, however if you would like to look at your child's file at any time, or speak to their key person, please ask and we will arrange it for you.

If you have not already, please could you provide us with a toothbrush, toothpaste and a flannel for your child. Also, we will be accessing the outdoor area so please ensure you bring warm outdoor clothing.

Hello to all our children:

Grace, Samuel, Abbey, Summer, Jarrod, Tyler, Michael, Daniel, Madison and Millie.
You have all settled in so well. We are so pleased.

Happy birthday wishes go to

Millie who is celebrating her 1st birthday, as will Michael in February and Madison in March.

Please can we ask for your help in gathering items for our treasure baskets / heuristic play.
- baskets containing natural objects - for our toddlers. We are looking for items such as pine cones, corks, feathers, boxes, pots, containers, scarves, brushes, metal and wooden spoons, shells, ribbon, tins, curtain rings, different materials etc. Heuristic play supports young children's exploration and learning and is an activity where they will discover and experiment with objects.

Those of you who are paying via direct debits should have confirmation that they have been set up very soon.

Please remember that fees are paid in advance so the 1st of each month or on the first session of the week if paying weekly.

We are going to be holding an open day soon, so hopefully we will have lots of new friends to play with soon.

Thank you
Sarah