**UP COMING DIARY DATES 2019**

**W/C 25th November**

Parent Craft week

**Tuesday 3rd December**

Children’s Christmas Parties & 4pm close

**Tuesday 24th December**

4pm close

**25th, 26th, 27th, 30th & 31st December**

Nursery closed

**EXCLUSION REMINDER**

Please may we remind parents that there is a **48 hour exclusion** after sickness and diarrhoea, this is from the last bout of either sickness or diarrhoea. So please do not send your child in until the exclusion period has ceased.

**MILLIE’S MARK ACCREDITATION**

Millie's Mark is a special endorsement for childcare providers that go above and beyond minimum requirements by having 100% of staff trained in paediatric first aid, and also ensuring that everything learned during the course is kept in the forefront of practitioners’ minds so that they are confident, ready and capable.

Our work with this continues, we spend some of our staff meetings considering different first Aid scenarios. We also have another wave of the paediatric first aid training planned for November, in which 12 staff members are due to refresh their knowledge.

**FOOD FOR LIFE ACCREDITATION**

Our Food for Life Accreditation is underway. So far it’s mainly about us evidencing our work educating the children regarding good choices and their exposure to growing activities and cooking. Of course we shall keep you updated as we go.

**STAFF NEWS**Well we have had a very busy summer settling new children and transitioning children already at Beechoak! We would like to say a big well done and thank you to every single staff member here who has worked tirelessly to help the children settle, as always they have done a grand job and the children are flourishing!

September saw us welcome back Lisa-Jane from maternity leave. Lisa has re-joined Preschool alongside Sam to oversee the running of the Badgers. As always they have hit the ground running, settling the children and introducing them to lots of exciting new activities. It’s great to have them back in the Preschool team!

A huge well done to Rochelle who has recently completed her NVQ level 3, we are so proud of her and her achievement! Our other staff member’s completing their level 3’s continue to chip away at this and we have received some lovely feedback form their tutors! Well done ladies keep it up!

At Beechoak we have an ongoing dedication to staff training and development. We are continuously looking to improve and develop as a team to make the nursery experience strong for our children. Safeguarding refresher training is now nearly complete throughout the nursery, so each of us are now updated regarding current legislation, the new course also included information regarding online safety. Lisa-Jane and Sofia will be attending an additional level 2 course regarding safeguarding in December. Some team members have also completed short courses in the form of distance learning – both Chanelle and Hayley have completed the Understanding Autism course, Sophie has completed a course looking at The Prevent Duty and Safeguarding, and Steph has completed a course regarding common childhood illnesses. Claire and Georgie are soon to attend a course focussing on promoting an emotionally supportive environment and Steph is enhancing her safeguarding role by attending a Team Around the Family workshop. We are also currently in the process of looking into some emotional wellbeing training for the under-fives which we hope to carry out towards the end of the year.

**CHIRISTMAS PARTIES**

Children’s Christmas Party will be held on Tuesday 3rd December 2019. The Rabbits, Squirrels, Hedgehogs & Otters party will start at 9:30am, and finish at 11:30am. The Ducks, Swans, Foxes, Badgers & Owls party will start at 1:30pm and will finish at 3.30pm. All children are welcome to come along to our Christmas parties, even if they do not normally attend on a Tuesday! Please send your children in wearing festive or fancy dress.

**TEA CLUB**

Tea club will not be running on Tuesday 3rd December and Tuesday 24th December. Please ensure that all children are collected before 4pm on these days. Any accounts affected will be refunded accordingly.

**BIRDS OF PREY VISIT**

Coda Falconry came to visit us on Friday 4th October. We had a wonderful time meeting different birds of Prey and learning about where they live, what they eat and watching them fly. We were lucky to stroke and even hold some of them and learnt that we need to use the back of one finger and stroke downwards in the direction of their wings. We were all very careful and listened really well!

**HIGH BEECH CHURCH HARVEST VISIT & COLLECTION**

Jane from The Holy Innocents Church in High Beech visited on Wednesday 2nd October. She spent time with the Preschool children where they shared some information about Harvest and learnt some harvest songs!

Jane also collected the food donations and she will kindly pass them on to the food bank on our behalf. Many thanks for the donations they were gratefully received.

**TRACTOR VISIT**

One of our dads kindly bought their tractor in as part of Harvest week! The children loved exploring the tractor and listening to Farmer Russ explain how the tractor is used and the job of a farmer. They were even lucky enough to sit inside the cab, pretending to drive it and loved hearing it beeped as they waved goodbye! A big thank you goes to Harry’s dad for providing this lovely experience for the children, we are always grateful to family members willing to give up a little time to share an occupation or hobby with the children.

**PARENT CONSULTATIONS**

Many thanks to those of you that took the time to come into Beechoak to discuss your child’s progress with their key person, the teachers enjoyed the opportunity to catch up with you all and answer any questions you had.

**PHOTOS**

Sophie Dunne is visiting on the 21st and 22nd of October and with the support of Rochelle will capture some lovely festive photos of the children! We shall email you once we receive them in the office for you to come and view them. They cost £25 per pack including the online copies of all photos taken. Once you have taken them we are afraid they cannot be returned and you will be charged. Extra copies will be available to order from the office at £15 each.

**PARENT CRAFT**

Christmas Parent craft has been planned for the week commencing 25th November. There will be time slots available for you to book to come into Beechoak and spend time taking part in different Christmas themed activities with your child. An email will be sent shortly with further details.

**CLOTHING & SHOES**

We encourage the children at Beechoak to become independent and encourage them to do as much for themselves as possible. Could we please remind you that shoes with Velcro straps are easier for the child to put on and off by themselves aiding their independence. Laces and converse style trainers are very difficult for the children to put on and can become a trip hazard if they become untied. No crocs, sandals or any other summer style shoes are allowed to be worn at Beechoak Farm during the summer months. Shoes must be closed toe in shoes i.e. not a flip flop but a plimsoll style.

Could we please ask that you are dressing the children in suitable clothing for the weather and that the children bring wellington boots, every day that they attend. Often we use the back field as a nature trail and the children are able to check on our bug hotel for creepy crawlies and insects and also play in the mud kitchen.

**TAPESTRY**

We would like to remind you that we will not be sending out daily Tapestry observations. It is essential that we have a balance between the amounts of time that our staff spend compiling these alongside supporting your children. As a staff team we feel that the time spent on Tapestry has taken over from spending quality time with your children, therefore going forwards we will only be recording significant achievements.

**INVOICING**

Is prepared and sent on or around the 20th of each month. If you are having trouble receiving these emails please do check your spam or junk files as sometimes they are delivered there. Payments are due on or before the first of the month, at which time the FEE Planner will take your direct debit payment. If you are using the childcare voucher please ensure that these are also with us on or before the first of each month. Direct Debit forms are available from the office.

Any account enquiries should be forwarded to June from accounts by way of email [beechoakfarmaccounts@btconnect.com](mailto:beechoakfarmaccounts@btconnect.com).

**PLEASE REMEMBER!**

* Please do not allow the children to climb on the statue.
* To ensure your child is sent in with appropriate clothing and footwear during the cold, wet winter months. No UGGs or UGG style shoes are allowed at nursery.
* For safeguarding purposes we ask you not to use your mobile phone once you are through the school gate. Please finish any phone calls and refrain from answering calls whilst on the premises.
* Please make sure that the main gate and gates through the field are fully closed behind you at dropping off and collection times.
* Please reverse into parking bays for the safety of the children.
* Please call in the event of your child’s absence especially if you child has a special diet. The office is open from 7.45am in the morning, alternatively please leave a message or email.
* Please drop off promptly at 9am as late drop offs disrupt the classes. Also can we remind parents to collect by 4pm or 5pm if your child is booked into tea club, any late collections are chargeable and extremely disruptive to our staff.
* Could we please also ask that siblings are not left unsupervised on the premises at drop off/ collection time. Please keep them with you at all times, we cannot be held responsible for their safety.
* Can you please refrain from sending food products in. We have many children with allergies and it is essential that they do not come into contact with certain foods.
* A notice board is situated outside the main office which is updated every Friday evening for the following week with the upcoming events, lunches etc. So please keep an eye on this so you do not miss out.
* Could we please remind parents to ensure that their child has enough nappies and wipes for the week.
* Please can we ask that if your child is sent home in spare clothes that they are returned, we are getting low on our spare clothes. Alternatively if you are having a clear out and have any spare knickers, pants, socks and trouser we would gratefully accept them.

Kindest Regards

Beechoak Farm Team