

DAISY CHAIN DAY NURSERY

Newsletter Christmas 2018 – Baby Room

Merry Christmas

May we take this opportunity to wish all parents and children a Merry Christmas and a Happy New Year! We have already been singing lots of Christmas songs and started to decorate the nursery!

Welcome!

We would like to welcome **Ursula and Joshua** to the **Baby Room!**

Happy Birthday to:

Josh-Junior, Mariam, Adam and Cristie

We hope you have a lovely birthday!



Christmas Opening Times

A reminder that the Nursery will be open throughout Christmas; however, we will be closed on the bank holidays, this includes Tuesday 25th December, Wednesday 26th December and Tuesday 1st January. In order to plan and provide meals we would be grateful if parents could inform us if their child is likely to be off during the Christmas period by completing the attached form, speaking to a member of staff or emailing the nursery at: daisynursery@aol.com .

Thank you

Please don't forget

to:

- Bring in hats, gloves, scarf's, wellies, waterproof suits (if possible) and slippers, thank you.
- Check Tapestry (and post observations from home too 😊)

Children In Need

We would like to thank everybody who joined in on our Children in Need event. We are happy to announce that we raised **£44.68!**



Foods from around the World or different festivals

This month we will be making and tasting lots of food relating to the festival of Christmas.



Daisy Dog's Adventures

Last month, Daisy Dog has been spending some time with Freddie and Corben.

Whilst with Freddie, Daisy joined in on the Halloween celebrations and helped open the door to all the trick or treaters in the evening. Daisy also helped make some salt dough Christmas decorations, and spent time at Freddie's Grandma's to watch some fireworks!

Whilst with Corben, Daisy got to spend some time at Corben's Nanny's house with Corben and his sister. Daisy also was very lucky and got to make some cookies and minion cakes!

Daisy Dog can't wait to go home with another friend now and start some new adventures!



Staff News and Training

We would like to inform parents that unfortunately Hollie wasn't able to take up the practitioner role with us in the end as she recently decided to stay at her current nursery. We will continue to look for another nursery practitioner and will keep parents informed. Meanwhile Hifza will continue to support Lucy in the Pre-school room, and Becca will be returning back to Daisy Chain for 2 days a week from January and she will be based in the Pre-school room.

We would also like to send our well wishes to Kerry who will also be leaving us at the end of the month. Kerry has got a new job in a nursery closer to her home in March. We wish her lots of luck in her new job. Cristie will be taking on Kerry's key children until we find a new member of staff for the toddler room.

Lucy has recently completed a course on 'School Readiness' and Adam has completed his 2 day Paediatric First Aid course.

Jo Jingles

All the children have really enjoyed the Jo Jingles sessions on every other Tuesday morning at nursery this term. I have sent an email out to the parents of the children in on Tuesday mornings to ask if they would like to continue these sessions for next term. I am just waiting on a few more parents to say whether they would like to continue or not and we can then decide if we can continue to do the sessions. If you haven't replied to the email yet could you please see me to let me know if you would like to continue the sessions or not for your child. The sessions aren't compulsory, and you can opt out of them, however we would need a certain amount of children to participate to continue the sessions.

Upcoming Events/Dates to Remember:

- **Monday 3rd December – Christmas Post Box**

The nursery Christmas card post box will be available from Monday 3rd December. The children will take turns to be the postman, emptying the post box and delivering cards to their friends.

- **Wednesday 12th December - Christmas Meal -**

The nursery Christmas dinner will take place on Wednesday 12th December. Children and staff will join together to have roast turkey, sausages in bacon, stuffing, roast potatoes, Yorkshire pudding and vegetables followed by Yule log. (Vegetarian option also available).

- **Christmas Jumper Week – W/C 10th December -**

We are inviting the children to come in for the whole week dressed in Christmas clothing. Children and staff are invited to wear something 'christmassy' and donate to Save the Children. The suggested donation is £2 for adults and £1 for children.

- **Friday 14th December – Christmas Crafts Afternoon -** We will be holding a Christmas Crafts afternoon on the above date from 3pm until just after tea (around 4:15-4:30). Your child will participate in a variety of different crafts associated with Christmas! We will then all meet together for a visit from Father Christmas where children will be given a gift. This will be followed by a party themed tea. If your child does not normally attend this session you are welcome to join us with your child for the event. We are limited on space so must kindly ask that only nursery children attend the event, and unfortunately, we will not have the space for any more children i.e. siblings or other family members. If you are going to be attending, could you please let a member of staff know so we have accurate numbers. If you do have any questions, please see a member of staff. Thank you.

Useful Information

Nursery Email: daisynursery@aol.com

Sam's Email: samdaisynursery@hotmail.co.uk

Facebook Page:

<https://www.facebook.com/groups/daisychaindaynursery/>

Website Page: <http://daisychain-daynursery.co.uk/>

Policy Document Reminder

Each month we re-issue copies of policies from our policy and procedure document for parent's reference. This enables parents to review any changes or updates which may have been made. Please find attached a copy of our

Fire Safety policy for your information.

Christmas Attendance

Child's name: _____

My child will be attending his / her normal sessions on the following days:

- Monday 24th YES / NO
- Tuesday 25th CLOSED
- Wednesday 26th CLOSED
- Thursday 27th YES / NO
- Friday 28th YES / NO

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- Monday 31st YES / NO
 - Tuesday 1st CLOSED
 - Wednesday 2nd YES / NO
 - Thursday 3rd YES / NO
 - Friday 4th YES / NO
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Fire Policy and Procedure

Every door is an official fire exit and must be kept clear and unlocked at all times whilst children are on the premises. (with the exception of the front door and outside gates which must remain locked for security reasons).

Fires have been classified into four groups A, B, C, and D

- **Class A fires** - are fires involving organic solids like paper, wood, etc
- **Class B fires** - are fires involving flammable Liquids.
- **Class C fires** - are fires involving flammable Gasses
- **Class D fires** - are fires involving Metals



At Daisy Chain Day Nursery there is a fire extinguisher and a fire blanket in the kitchen located next to the back door. There are also two fire extinguishers located in the office.

CO2 extinguisher (office) – this is for use on class B flammable liquids and on live electrical equipment.

Foam extinguisher (office) – this is for use on class A fires, wood, paper and textiles or class B fires, flammable liquids.

Powder (kitchen) – this is for use on class A wood paper and textiles, class B flammable liquids and class C flammable gases.

Remember that fire spreads very quickly. Even a small contained fire can quickly spread, producing smoke and fumes which can kill in seconds. If you are in any doubt do not tackle the fire, no matter how small. You can put yourself at risk by fighting the fire. **If in doubt, get out, call the Fire Service out and stay out.**

The electric fire bell in the sleep room is used in drills and will be sounded if a fire occurs. In addition a hand bell is available in the Pre-School Room. Every member of staff is responsible for familiarising themselves with the location of fire equipment. Fire Drills are carried out as a minimum every 3 months.

On discovering a fire:

- Raise the alarm by switching on the fire alarm in the sleep room. If it is not safe to enter the sleep room or the fire has been caused by an electrical fault, ring the large bell in the Pre-School Room.
- Calmly lead all children out of the building via the most appropriate exit. Babies and non mobile children should be picked up and carried to the front of the building. Staff to assist the baby room if needed. On no account should any person attempt to re-enter the building or collect personal belongs.

- Everyone to assemble in the car park outside the front of the building or at alternative assembly point as designated by the manager in charge, e.g. next door. The room leader or senior staff member in each room is responsible for collecting their room register. The last adult should ensure that doors are closed as the last person leaves each room. If for any reason the front exit is blocked then the nearest exit should be used.
- The manager (or person in charge) will call the fire brigade and collect the visitor's book and the nursery mobile containing the children's contact details.

It is agreed that a neighbour would allow us access to gather in her grounds property should it be necessary in an emergency.

The Manager in charge to:

- Check the building including the sleep room and the toilet.
- Close all the doors before exiting with the main register, mobile phone, staff/student and children's records.
- Telephone emergency services: 999
- In a safe place clear of the building check the children against the register and account for all the adults.

No one is to return to the building for any reason unless advised by the fire service or in case of a practical drill, the manager in charge.

A full fire risk assessment has been completed in accordance with the Fire Brigade risk assessment training; this is contained in the fire assessment file in the filing cabinet.

Internal use only

Reviewed on	21/2/18
Reviewed by	Samantha Hinds
Date disseminated to staff (if applicable)	N/A

