



## Calendar for 2nd Half of Autumn Term 2013

Monday	Tuesday	Wednesday	Thursday	Friday
21	22	23 Stover Break up 4 ½ Term	24	25 Decoy Break up 4 ½ Term
28 (Sun 27th) BST Ends	29	30 	31 Halloween	1 Nov All Saints Day
4 Stover Return	5 Guy Fawkes Day	6	7	8
11 (Sun 10th) Remembrance National Nursery Rhyme Week	12 Nursery Rhyme Mufti Day for Children in Need	13	14 	15 Nursery Rhyme Mufti Day for Children in Need
18	19	20	21	22
25 (Sun 24th) Stir-up Sunday	26	27	28	29
2 Dec (Sun 1st) Advent Sunday	3	4	5	6 Denise Annual Leave
9	10	11	12	13 Stover Break up 4 Christmas
16	17	18	19	20 Staff Dinner at Pizza Café 8pm
23 Grafton Closes at 7 pm for Christmas	24th December - 1st January 2014, Grafton Childcare will be closed. We reopen on Thursday 2nd January 2014. Have a great Christmas & New Year.			



# Grafton Childcare

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### Grafton's Parents' Noticeboard!

When parents return after the half-term break (for those who attend term-time only), you should notice a lovely new external notice board up on the wall outside our kitchen and beside the conservatory door where all parents sign their children in and out first thing and at the end of the day.

We intend to use this notice board to pop up a simplified copy of our weekly plans for both the under two's and over two's so that you can all use this as a visual reminder of any activities we have planned for the children during the week.

85% of our parents have now signed up to our blog, but we were aware that 15% of our parents were missing out on any information, newsletters and planning which was being shared via our blogs and regular emails. Remember you can now find us at :- <http://graftonchildcare.wordpress.com/>

It would be lovely if a few more parents and friends of Grafton Childcare could follow our new blog. Just copy the link above and then on the bottom right hand side of the screen you will see a follow link. Click on this and enter your email address and once you have verified your email address you will be automatically informed when Grafton's Blog is updated, neat don't you think! Mummies, Daddies and Grandparents are all very welcome to sign up.

We are using the blog to keep in touch with the majority of our parents letting them know about what we have been up to here at Grafton. We will be posting each week with our plans for the following couple of weeks and any plans we might have for the future. If you have signed up for our blog you will keep up to date with what has been or is happening.

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for Childminding

We still intend to send out our regular newsletters but are aware that the way that parents access information is rapidly changing and we, well Denise needs to move with the times and embrace the world wide web and modern technology as a whole.

We now send out 85% of our newsletters as a pdf file to parents email accounts or via a link from our blog, which means that you can access them at a time which fits into your busy lifestyles and you can also forward them on to family and friends if you wish. You can also find copies of all of our previous newsletters archived on our newsletter page on our website.

If you have not yet given us an email address to which we can send copies of our newsletters and invoices, could you please email Denise and she will add you to our mailing list, [denise@graftonchildcare.co.uk](mailto:denise@graftonchildcare.co.uk)

Could we remind those parents who still receive their newsletters in paper format that you need to regularly check your child's bag and folder and **remove copies of any old or current newsletters**, so that we know that they have been read and the contents taken note of, thank you.



### Grafton's Nappy Changing Procedures

Following feedback received from a number of our parents we have reviewed and revised our Nappy Changing Procedures used here at Grafton Childcare and this has recently been updated in our staff handbook as well. Here at Grafton we actively pursue opportunities to minimise the environmental impact of our operations, concentrating particularly on the use of energy, waste disposal, and water discharges. For example via the use of Organic Cotton Washable Nappies, Wipes and Hand Towels.

The main revision to our Nappy Changing procedure is that when a child arrives we shall no longer remove them from their disposable nappy and save it for reuse when they go home if it was clean. In future we shall leave the child in their disposable nappy if clean and will then only later in the morning when it needs changing begin to use our washables.

This will mean that parents will now need to keep us supplied with 6-10 nappies at a time which we shall store here in your child's cubbies and not in your bags as previously.

**Please could you ensure that you pop 6-10 disposable nappies into your child's bag next week**, we shall remove them and pop them

straight into your child's cubbies and circle **Nappies** in your child's Daily Dairy or Communication Booklet when we need some more.

Remember we only use washable nappies here and should you not keep us stocked up with disposable nappies to use when your child leaves at the end of the day, that we will have to send your child home in one of our washable nappies.

We would appreciate your laundering before you return these, thank you.



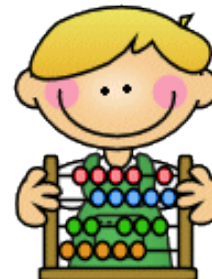
On the 12th, 13th and 14th we shall be baking an assortment of spotty and nursery rhyme themed cookies and cup cakes for the children to take home and share with families and friends, we are hoping that parents will feel able to donate £1 for these. Grafton will be donating all of the baking ingredients, spotty cake cases and cake toppers etc.

### Child Absence & Overtime

We are delighted to say that Grafton is now almost full, which is fantastic news in this current economic climate and thanks mostly to all of you fabulous parents for recommending us to your family and friends, we guess we must be doing something right.

We do have a few spaces coming up next year, so please pass on our number to those who might be needing childcare in the future if they are on maternity leave or looking to return to work or college at the moment. Remember as a thank you we give a M&S Voucher to the recommender, once a child has settled in with us.

However now we are almost full it is becoming increasingly difficult to meet some parents requests for additional days or hours when they might sometimes need to work overtime, attend training, appointments etc. Can we make a huge plea to all parents that if your child will be away for a day that you telephone and let us know between 7-9 that morning. Or if you are going on holiday, that you let us know in advance so we can pop it up onto our whiteboard which covers the next two months. This is vital when other parents ask to arrange overtime as it means we can see immediately if we have a space that day. If we do give your space to another child for the day, then you will not be charged, so we hope you will agree it could be a winning situation for all.





The week beginning the 11th November is National Nursery Rhyme Week and Friday 15th is BBC Children in Need day. We have planned lots of nursery rhyme and spotty crafty and fundraising activities with the children across the whole week, which will link in very well with our Communication focus on Nursery Rhymes during the whole week.

To start with on Monday 11th we shall be starting our week long spotty theme and encouraging all of the children to create their very own bags in which they will be bringing home their creations and certificates at the end of the week.

On Tuesday the 12th and/or Friday the 15th we would like the children to attend Grafton wearing a simple costume depicting their favourite Nursery Rhyme Character. Please don't go out and spend lots of money on a fancy costume, because we shall be charging you a £1 for sending your child in fancy dress or a spotty outfit.

During September we set our three and four year olds the challenge to learn eight nursery rhymes. Please could you help your child to revise the following rhymes over the next couple of weeks and then we will get them to recite them to us in Nursery during National Nursery Rhyme Week.



Twinkle Twinkle Little Star,  
Jack and Jill,  
Incy Wincy Spider,  
Three Blind Mice,  
Humpty Dumpty,  
Baa Baa Black Sheep,  
Hickory Dickory Dock,  
Mary Mary Quite Contrary,

If you are able to get family and friends to sponsor your child for doing so, we would be extremely grateful as would Pudsey and Blush. All those children who take part in our Nursery Rhyme Challenge will get an official certificate.

Please send in all donations in a sealed envelope with your child's name on, it will save us having to rattle tins and concentrate on having more nursery rhyme and spotty fun and games.

### Thank You

We would like to say a huge thank you to the parents of the following children:- Sophie, Lottie, Fynn, Chloe, Tyler, George, Erin, Jason, Sorrell and Bobby who have donated Baby Toys, Puzzles, Washable Nappies, Jelly Bean Shapes, Wrapping Paper, Christmas Decorations, Pirate Bunting, Cards, Newspapers, Art and Craft Bits and Bobs, Purple Net Curtains and Junk Modelling Items.

We really appreciate all of the items which parents very kindly pass on to us here at Grafton Childcare, thank you so much for your continued generosity.

### Gastroenteritis



During the past couple of weeks a handful of children and then one member of staff have suffered a bout of Gastroenteritis. Considering we now have 70 children who attend across the week, this shows how high our hygiene standards are here at Grafton. However if your child should display symptoms such as vomiting and or diarrhoea please respect the fact that we will not be able to care for your child until a minimum of 48 hours have lapsed since the **last** symptoms were noted.



Could we just remind you what our policy is when children attend with vomiting and or diarrhoea, the following statement can also be found in our Handbook and Prospectus which can be downloaded from our website.

Due to Ofsted regulations and Public Health England guidance we are not permitted to provide childcare for babies and children who are unwell, because we are required to not only think of the Health & Safety of your child but also all other children and staff here at Grafton Childcare.

If your child should become unwell whilst in our care i.e. vomiting and or diarrhoea then you will be contacted to arrange a speedy collection of your child Any child who has presented with the symptoms of vomiting & diarrhoea will not be readmitted on the premises for a minimum of 48 HOURS and full childcare fees will still be payable for your child's place in their absence. If you are ever in any doubt about whether or not we can care for your child because you think he/she might be unwell, please telephone us beforehand explaining their symptoms and we will let you know whether we are willing to admit your child on that particular day having considered which other children we will be caring for and what impact this might have on planned activities and outings etc. Please don't turn up with a potentially infectious child and expect us to make a snap decision on the doorstep.

We maintain very high levels of hygiene and cleanliness here at Grafton Childcare and encourage the children and babies to cleanse their hands frequently and hope that you will encourage them to do the same at home, after toileting, playing outside, handling pets, and blowing and wiping noses etc. We try to encourage the children from a very young age to develop the skills to wipe their own noses and bottoms once they use the toilet independently. We hope that you can appreciate that it is not appropriate for the staff to be following your child to the toilet on every occasion. Between the ages of three and four the children need to be encouraged to develop their own personal toileting skills, although we will of course encourage and assist, those who might need a little gentle guidance. When the children wash their hands we encourage them to sing the words to Row Row Your Boat, whilst soaping their hands. At the end of the song their hands should be clean enough for them to be able rinse off the dirty soap.

### Grafton's Staff Team Is Growing

We are delighted to inform parents that Angela Evey returned to the fold here at Grafton in September. She is now working with our two year olds three days a week term-time only. It has been wonderful to have her back, although she was only away for six weeks over the Summer, but we still missed her terribly. Sadly Avril left us unexpectedly at the end of September, but thankfully Angela has been able to step up and become our acting teacher for the past few weeks. We know the children have all been delighted to see her return to the fold. We are delighted to announce that Mrs Louise Heap will be joining us full-time as our new full-time Nursery Teacher. Louise brings with her a wealth of knowledge and experience and we are delighted that from half-term she has agreed to become our Nursery Teacher with the 2, 3 and 4 year olds. Louise gained her BEd Hons in Education in 1986 and gained Early Years Professional Status in June 2010. In recent years Louise has been the Manager of Ogwell Preschool, Principal of Leapfrog Kindergarten in Hong Kong and Room Leader at Ark in the Park. She has been visiting us a couple of afternoons each week during the past few weeks, getting to know us all, some of the older children may have mentioned her visits! We mentioned in our previous newsletter that Mrs Claire Beams and Mrs Sandra Virgin had both joined us, we are delighted to inform parents that they have now both increased from working three to four days a week and have become valuable members of our growing team of Level 3 Qualified Nursery Nurses. We shall pop photographs of our now slightly larger staff team up onto our Who is Who page on our website very soon, so you are able to put names to faces.



### New Toys & Resources

Since our last newsletter we have been busy adding new equipment and resources for the staff and children to use here at Grafton.

Phil has installed a new CCTV system to monitor our bedrooms which are used for those babies and toddlers who need a sleep during the day. Previously we used baby monitors and had three receivers downstairs. With our swish new system we have a large display screen in the hallway beside the changing table from where we can see and hear all four camera simultaneously. This is so much better than our old system. We would like to reassure parents that although the CCTV has the ability to record we have not installed a memory card into the machine, so we cannot do so.

You have probably noticed that Denise, Estelle and Louise have been wearing very nice new purple polo shirts and they will shortly have purple rugby shirts to wear in the Winter months. As Denise, Estelle and Louise make up Grafton's senior management team, we thought this would make it easier for parents and visitors to identify who they are. All other staff wear lilac polo and rugby shirts, apart from our male staff who still wear purple. However all staff wear badges which include their name and job title as well, so that you can quickly identify who you may be talking to if you are ever unsure.

We purchased three new sets of rain-covers for our single buggies as they had most certainly seen better days and quite frankly a teabag may well have kept the children drier if it had rained.

We have added to our ever growing collection of Happyland roleplay items with a Fairy Castle and figures to add to our other houses.

We have recently taken delivery of a cute but mischievous Elf with whom we shall be having lots of fun during the build up to Christmas and beyond.

Last but by no means least, three broomsticks, a cauldron and other assorted props to help create our Room on a Broom roleplay area during October.

