



Keep Guard Keep Safe Keep Playing  
Committed to safeguarding and promoting the welfare of children.

# Newsletter

July 2020

Good afternoon to you all,

Well, where do I start? After a very strange academic year I can't believe we are the end of yet another academic year and are saying good bye to 21 of our Pre-School children to school. How lucky they will be to have them all. We will sadly miss them.

**Just to remind you all that the last day of term is Friday 17<sup>th</sup> July, this will be for all funded and term time only children. For Pre-School children who are with us all year round and going to school, your last day is Friday 4<sup>th</sup> September.**

I'm pleased to inform you all that Shannon Hine joined the Birth to Three Team on the 1<sup>st</sup> July to pursue a career in Early Years education. I am sure you will join me in, welcoming her to the team.

For those of you who are off over the summer holidays, I hope that you are not only enjoying a well-earned rest but the lovely sunshine. Can I please ask that for those children still attending over the summer holidays, that you ensure children are appropriately dressed for either very warm weather, with a sun hat for outdoor play or long sleeved tops and jumpers for the windy days and sun cream is applied before they arrive for their session, we will of course apply further sun cream (with your consent) later on in the day.

Although lockdown restrictions have been lifted in places and the restrictions regarding smaller numbers of children relaxed within nursery settings from 20<sup>th</sup> July; we still continue having to ensure we maintain strict guidelines in line with the Government guidance, one of which is social distancing in the carpark for parent/carers and restricting entry into the building for everyone's safety to continue to reduce the risk to all involved. Thank you for your support in this and being so patient on drop off and collection. We are still having to follow the Governments and NHS guidance for COVID-19 and therefore just wanted to remind you of the below.

## **Coronavirus (COVID-19)**

The advice the Government and Health officials are giving to us as a setting is to be vigilant of signs and symptoms in the children who show increases in temperature, are generally feeling unwell and have coughs and colds, where they are persistent and could be affecting their chests, but also noticing children who may appear to have lost sense of smell and taste. Allow your child to have time off if they feel unwell to recover before returning to nursery, if we feel children are too unwell to be here we will ask you to collect them and keep them off until they are fully recovered.

**The other key piece of advice is that children and adults wash their hands properly with soap and water for up to 20 seconds at a time. This means rubbing the soap over the hands and through the fingers and washing the soap off in the hottest water possible. We have a hand washing song in setting to support with this and the children should be able to teach it to you to use at home, if not, the staff will happily support this. They recommend supervised hand washing at least 4 times a day but should be before food and after blowing their nose, sneezing or coughing on their hands.**



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If you have travelled abroad and feel unwell on return you must self-isolate your child and family, calling 111 for advice, do not visit the GP surgery or return children to nursery as we all know children's immune systems are still developing and just like a common cold this could spread the virus through a setting very quickly.

If you, your child or any member of your household shows any signs, they **MUST** not come into setting and a COVID-19 test but be carried out at the earliest convenience as this could impact on us and all our families and children.

With the number of children transitioning through from the Birth to Three and Birth to Three Plus we have looked at different staffing options for September. If your child requires a change of Key Person, you will be informed via eyLog of this change and they will come and introduce themselves to you where possible during the summer holidays or in September. The staffing will be as follows:

Birth to Three	Birth to Three Plus	Pre-School
Esther Thomas Evelyn Field Lauren Jolly Siân Crombie	Donna Hamilton Charly Wright Shannon Hine	Michelle Warren Sasha Hibbert Toni Andrews Dawn Jules Kayleigh Meekins Amy Lowman

We are already starting to think about September 2020 parent/carers of children in Birth to Three Plus, who will be moving into Pre-School in September and may be eligible for up to 30-hours funding need to apply for funding now, the cut off for 30 hours funding is the **31<sup>st</sup> August 2020**. Unless we have a valid DERN Number, National Insurance Numbers and DoB's for parent/carers we will not be able to apply the funding to invoices in readiness for September. Pre-School parent/carers please ensure your 30 hour codes are still valid and you do not need to renew the information, as again we will not be able to apply funding unless your code is valid and you would be liable for the full fees due.

From September 2020 we will be applying 2, 3 and 4 year old funding to only funded sessions between 9am to 4pm daily due to staffing and maintaining ratios, further details have been sent out regarding funding, sessions and fees via eyLog and invoices will be send out over the next month for September 2020.

Just to remind you all that we use the outdoor space all year round in all weathers therefore can I please ask that you ensure children are appropriately dressed for nursery, with a warm coat/rain mac and wellies (if your child does not have a pair in nursery) for the cooler summer days, but also a sun hat and sun cream for the hotter summer days. With the weather being unpredictable it is best to have all bases covered. Could I also take this opportunity to remind you all to label EVERYTHING with your child's name, so we can re-locate the owner quickly.

Keep Guard Day Nursery, The West Wing, The Keep, Walcourt Road, Kempston, Bedford, MK42 8SJ  
 Tel: 01234 327955 Fax: 01234 347718 [keepguardnursery@aol.com](mailto:keepguardnursery@aol.com) [www.keepguarddaynursery.co.uk](http://www.keepguarddaynursery.co.uk)



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Can I please ask that if you use our car park that you park in an allocated space? Our children must move across the car park to get into the garden and it is becoming increasingly more challenging when vehicles are parked in front of the gate to the garden or at the top of the stairs. We talk about how to cross over safely and the children talk about how it is safe to cross.

We really appreciate your parental observations, photographs, and videos as they really do support your child's learning journey and encourage you to send them in as often as you can. Many of your child's important learning experiences occur away from nursery at home. Parental observations will give us important information about your child's interests, experiences, and developmental progress which we can use alongside our observations of your child to support their learning journey. If you have not activated your eyLog link please do so, each child has their own personal learning journey and it will be great for you to keep up to date with their learning process. This is where notifications and invoices are also sent.

Please ensure that you keep us updated of any changes to telephone numbers, addresses, emergency contacts and email addresses, so we can always ensure effective contact with you.

Continue to read on for further information and most importantly diary dates. I would like to take this opportunity to thank you for your continued support.

Lynn and all the staff team at Keep Guard Day Nursery.



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dates apply for obtaining a DERN code: 31<sup>st</sup> August for the Autumn Term, 31<sup>st</sup> December for the Spring Term and 31<sup>st</sup> March for the Summer Term.

## 2 Year Old Funding

Have you got a 2 year old?

Did you know your 2 year old could get up to 15 hours a week free care, learning and play here?

Your child will have the opportunity to learn through play, make new friends, try different activities, improve their communication and get a good start to their education.

Your 2 year old may be eligible if one of the following apply:

1. You are in receipt of one of the following benefits:

- Income support
- Income-based Jobseekers Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Support through Part VI of the immigration and Asylum Act
- The Guaranteed element of State Pension Credit
- Child tax credit, and have a annual income (as assessed by HM Revenue and Customs) that does not exceed £16,190

2. Your family received working tax credit with a household income of less than £16,190

3. Your 2 year old has a statement of special educational needs or an education; health and care plan or is in receipt of Disability Living Allowance.

4. The 2 year old is currently in the care of the Local Authority (LAC) or has left care through a special guardianship or an adoption or residence order.

To find out more and apply go to [www.bedford.gov.uk/2yearfunding](http://www.bedford.gov.uk/2yearfunding) or call Bedford Borough Family Information Service on 0800 023 2057.

## 30 Hour Offer

The eligibility checker at <https://www.childcarechoices.gov.uk> is now live for you to check if you are eligible for the 30 hours offer for working families with 3 and 4 year old children.

You will receive a DERN code that you will need to provide us with along with your name or names and your National Insurance number/s which we will need to send in to the Local Authority with your consent along with your child's name and date of birth to confirm your eligibility for the funding.

**Without** this information **we will not** be able to provide you with 30 hours funding offer: however, you will still be eligible for the 15 hours universal funding. Please note that the following cut off

If the initial code is not applied for by these dates Bedford Borough will not paid for the extended 15 hours until the following term. Parents need to check their eligibility on line every three months and in turn inform us that they are still eligible; otherwise they may not continue to receive the additional funding.

If you encounter any difficulties applying on line please contact HMRC on 0300 0123 4097

## Early Years Pupil Premium (EYPP)

Some children who are receiving the 3 and 4 year old free 15 hour education entitlement could be eligible for EYPP. This means that your child's nursery, preschool or childminder could get up to £300 each year to support your child's learning.

We will work with you to consider the learning needs of your child and the additional funding will be used to support your child's development. This could be through the purchase of new resources, training staff or buying services from external agencies such as toy libraries and music groups.

During our recent Ofsted inspection we were required to show how the funding is used.

### Is my child eligible?

3 and 4 year-olds in state-funded early education will attract EYPP funding if you meet at least one of the following criteria: • Income Support • Income-based Jobseeker's Allowance • Income-related Employment and Support Allowance • Support under part VI of the Immigration and Asylum Act 1999 • The guaranteed element of State Pension Credit • Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190) • Working Tax Credit run-on, which is paid for 4 weeks after they stop qualifying for Working Tax Credit • Universal Credit

## Collection Times

We would kindly ask that all children are dropped off and picked up on time. The biometric finger print system has been successful, however if you are late collecting your child, the system will not let you in. Parents will be charged £5 for 'up-to' every 15 minutes they are late. Full day care finishes at 6pm, and children need to be collected by 6pm at the latest. Unfortunately, when children are picked up late, this has a knock-on-effect for staff that may need

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to catch buses or collect their own children as they finish their shift at 6pm. We appreciate your cooperation with this issue.

give your child good food. Your child's brain grows better when you do five simple things that feed their growing brain:

- Respond
- Cuddle
- Relax
- Play
- Talk

## Developing Independence

We actively encourage children to be as independent as possible getting their coats and shoes on. Unfortunately, some children are struggling to put their shoes back on due to 'laces'.

Velcro shoes are perfect for nursery and offer the children a sense of pride and achievement once they are on.

## Diarrhoea and Vomiting

If your child has had a bout of diarrhoea OR sickness, they must remain at home for 48 hours after their last bout, as stated in our 'Sickness and Illness' Policy.

## Parking

We ask that all parents and visitors using our car park, park their vehicles in the designated parking bays, and do not park across three spaces or drop off right outside the main entrance. This causes congestion and danger to children and their families.

## Nappies and Toilet Training

Please can I remind parents with children requiring nappies to ensure there is a sufficient amount brought in for your child.

We would kindly ask that if your child is toilet training then you provide plenty of changes of underwear, socks and joggers or leggings. Plastic 'croc' style shoes or jelly shoes are also a good idea as these can be easily washed if an accident does occur.

Please see the 'toilet training' display in the entrance hall for lots of ideas and support.

## Birthdays

If your child is celebrating their birthday whilst at nursery and you would like to bring in a treat to share, we would kindly ask you to bring in NON-FOOD gifts, for example; balloons, bubbles, pencils. NO SWEETS/CAKES/RAISINS. Thank you.

## Five to Thrive

We would like to introduce Five to Thrive to all of our Parents, which is the things you do every day that help your child's growing brain. Your child's body grows better when you



## Medication

We would like to remind all our parents that if your child needs liquid paracetamol or similar medication during their time at nursery, such medication should be treated as prescription medication with the onus being on you the parent to provide the medicine you wish to use. Please ensure all medicines are clearly named and are in date. Thank you. Please see our medication policy for further clarification, which can be found in the entrance hall on the top shelf.

## Fledglings

Come and join other new Mums and their babies on Friday mornings between 9:30am and 11.00am, to share a cup of tea or coffee in a cosy setting to celebrate your new baby. FREE and Term Time only. The Children's Centre joins us every 6 weeks to offer advice, support and baby weighing. Don't forget your red book!

**Mums with bumps are also welcome to attend.**

## Paper Request

Does your work throw out any old paper big or small, end of big rolls or use large computer paper (tricky now as everyone is trying to go paperless) or rolls of wallpaper?

We are always in need of paper for the children's drawings and paintings. If you know of any paper being thrown out, please see Esther.

## Christmas Closure 2020

Please note that the whole of Keep Guard will be closed over the Christmas period from Wednesday 23<sup>rd</sup> December 2020 and then back open on Monday 4<sup>th</sup> January 2021 for full time children. Funded and Term Time Only children will be back on Tuesday 5<sup>th</sup> January 2021.

## Diary Dates

Friday 17 <sup>th</sup> July	Last Day of Term for all Funded and Term Time Only children
Monday 31 <sup>st</sup> August	Nursery Closed - Bank Holiday
Friday 4 <sup>th</sup> September	Last day for Pre-School children who are off to school

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2p, Walcourt Road, Kempston, Bedford, MK42 8SJ  
[rdnursery@aol.com](mailto:rdnursery@aol.com) [www.keepguarddaynursery.co.uk](http://www.keepguarddaynursery.co.uk)



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Monday 7 <sup>th</sup> September	Funded and Term Time Only children return
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