



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

# Newsletter

November 2020

Good morning,

**Christmas Shut Down - Wednesday 23<sup>rd</sup> December 2020 to Friday 1<sup>st</sup> January 2021**

**All Term Time and Funded Children Only return on Tuesday 5<sup>th</sup> January 2021**

Thank you for all of you who donated to 'Jeans for Genes' Day, we raised £48 in total for the charity.

As I'm sure most of the children in Pre-School and Birth to Three Plus have told you that they now have stick insects to look after in their rooms. While the stick insects are very self-sufficient, we want to offer the opportunity for them to go home with different families over a weekend period. If this is something you are interested in, please send an eyLog message into the office. They would go home with the child on a Friday afternoon/evening and must be returned Monday morning for cleaning before being able to go back into the rooms for the children to explore.

I would like to thank all the parents and carers who have been so helpful in completing their funding forms, this is a process that happens each term and is a form that must be completed by parents or carers, not the setting. Please ensure you have checked your funding number is still validated for the Spring Term before the 31<sup>st</sup> December, as we can not apply funding unless the DERN Number is validated. If your child is due to transition down to Pre-School in January and you believe you may be eligible for up to 30 hours funding, please apply before the end of term and email in your DERN Number.

**We have had several parent/carers arriving late to collect their children, particularly around 12pm, 1pm and 4pm collection times. If you are not on site before the due time of departure and arrive late, I am afraid a late bill will be issued. It is incredibly difficult to maintain ratios during a lunch period when parent/carers are late, meaning staff are going on lunch late and several staff finish their shift at 4pm, again this is impacting on their departure time, which is unfair. A late bill is £5 up to 15 minutes and will be issued each day a parent/carers is late on site. We appreciate that we are not able to always get the children upstairs quickly due to hand washing and gathering belongings, however this is not always helped when parent/carers are late or pushing their arrival time to the last minute. If your child is due to finish at 12pm, they should be signed out at 12pm or before for example.**

Just to remind you all, 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 rain mac or coat and wellies (if your child does not have a pair in nursery) for the cooler autumn days that have now arrived! 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.

**With the current COVID-19 recommendations, we will be ensuring the learning environments are well ventilated and therefore the windows will be slightly open all through the autumn and winter months to allow ventilation, therefore please ensure you provide your child with a jumper/cardigan/hoodie for indoors as well as their usual coat for outdoor play.**

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 2020; we still continue having to ensure we maintain strict guidelines in

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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. **We will inform you via eyLog of any restrictions we have changed or lifted.** 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.

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 must be carried out at the earliest convenience as this could impact on us and all our families and children.

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.

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

## 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 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.

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.

## 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.



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## 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.

## 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 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

## 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.

## 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

Wednesday 16 <sup>th</sup> December	Christmas Dinner Day
Friday 18 <sup>th</sup> December	Last day of term for Funded and Term Time Only children
Wednesday 23 <sup>rd</sup> December - Friday 1 <sup>st</sup> January	Nursery Closed - Christmas Closure
Monday 21 <sup>st</sup> December - Monday 4 <sup>th</sup> January	Christmas Holidays
Tuesday 5 <sup>th</sup> January	Funded and Term Time Only children return