



# Busy Bees Nursery Alton Ltd

## Pre-school setting address:

Hawkins HQ, Chawton Park Road, Alton GU34 1RQ

Tel: (01420) 549593 (school hours)

Email: [busybeesalton@yahoo.co.uk](mailto:busybeesalton@yahoo.co.uk)

Website: [www.busybeesalton.co.uk](http://www.busybeesalton.co.uk)



## Busy Bees Newsletter 1 – Autumn Term 2016

### WELCOME TO THE NEW TERM!

Welcome back to Busy Bees for a new school year. We hope you all had good holidays as well as enjoying the break from the usual routine!

We would also like to extend an extra warm welcome to all our new children, and their families. We hope you will enjoy your time at Busy Bees.

Janet & Alison



### DATES FOR YOUR DIARY 2016- 2017

**Autumn Half Term** Break up Friday 21st October  
Return Monday 31<sup>st</sup> October

**Busy Bees Christmas Play** Friday 9<sup>th</sup> December,  
11.15am

**Christmas Holidays** Break Up Friday 16<sup>th</sup> December  
**11.30am**

**Christmas Party** Friday 16<sup>th</sup> December  
12.15 – 1.30pm (ish)  
(for all children)

***Please note that the morning session will end at 11.30am on this day to enable us to set up for the party. Bills will be adjusted accordingly.***

**Spring term 2015 starts** Monday 9<sup>th</sup> January 2017

**Spring Half Term** Break up Friday 17<sup>th</sup> February  
Return Monday 27<sup>th</sup> February

**Easter Holidays** Break up Friday 7<sup>th</sup> April

**Summer term starts** Monday 24<sup>th</sup> April

**Summer Half term** Break up Friday 26<sup>th</sup> May  
Return Monday 5<sup>th</sup> June

**Summer Holidays** Break up Friday 21<sup>st</sup> July

### MEET THE TEAM

Please see the Photo Name Board in the foyer so that you can 'put names to faces,' especially if you are new to Busy Bees. Below is a rundown of who's who and what they do at Busy Bees:

<b>Early Years Teacher, Joint-Owner, Nursery Manager &amp; Special Educational Needs Co-ordinator (SENCo)</b>	Janet Duddridge
<b>Joint-Owner &amp; Administration Manager</b>	Alison Stickland
<b>Room Supervisor, SENCo &amp; Parent Partner</b> <i>(Key Person Purple Class)</i>	Rowena Massey
<b>Early Years Practitioners:</b>	
<i>(Key Person – Orange Class)</i>	Lynne Funnell
<i>(Key Person – Yellow Class)</i>	Angela Maton
<i>(Key Person – Red Class)</i>	Tash White
<b>Bank Staff</b>	Averil Mangan

### STAFF NEWS

Sadly we have to announce that Tash will be leaving us at the end of September. Tash will be moving to a full day care nursery in Alton and Friday 30 September will be her last day with us. Tash joined us just over 2 years ago as a member of our cover team, but we quickly realised that we needed her as a part of our full time team and we snapped her up! We are sad to see her go but we are sure you will join us in wishing her all the very best for the future.

### AN APPEAL!

If you have any old metal spoons, especially big tablespoons, which you would be happy to donate, please do bring them in. They are great for digging with in our digging patch and for sand etc.

Also, we would be very pleased to receive donations of wooden planks for the children to play with in the garden for balancing etc. Pieces of decking are usually good, but any wood that is not very splintery would be happily accepted. Thank you!

### CHILDREN IN NEED – Friday 18<sup>th</sup> November

We will be holding various fundraising activities throughout the week. Further details will be publicised nearer the time.



## **SAINSBURYS VOUCHERS**

Thank you for all your vouchers this year. We have now received our order and are the proud owners of a tricycle, a scooter, an assortment of footballs, a rugby ball and some equipment for our cooking activities. The vouchers really make a big difference to us as and we really appreciate all your help with collecting vouchers.



## **APPROVED 2 YEAR OLD FUNDING**

This is a scheme that allows eligible children to receive free early education from the funding period after their second birthday and is part of a national offer from the Department for Education (DfE). It has been developed to improve outcomes for identified two year olds who would benefit from access to high quality early years and childcare provision.

We are an approved provider of funded spaces for 2 year olds whose families have met the qualification criteria and been accepted by Hampshire County Council to receive this funding. It is not available to everyone. If you would like to check if your family is eligible please follow the instructions in the attached leaflet, or please come and talk in confidence to Janet or Alison. Alternatively, please do pass the information on if you know anyone who might benefit from this scheme.

## **SCHOOL VISITS**

We are always sad to say goodbye to our leavers each summer and the Reception teachers frequently invite us to go and visit in the Autumn term. This year we are hoping to do some visits to see how our ex-Busy Bees are getting on. This is all part of our work to ensure transition to school is smoother and is part of our building of links with local schools.

## **TAPESTRY ONLINE LEARNING JOURNEY**

 An updated version of Tapestry will be released at the end of September and we have been advised that there will be a new web address as a result. The new address will be [tapestryjournal.com](http://tapestryjournal.com) but the login details you already have will transfer to the new version. The Tapestry mobile app will work with both the current version and the updated version.

The update to our system is due to take place between 7pm on Saturday 24<sup>th</sup> September and 7am Sunday 25<sup>th</sup> September. Please note that between these times you will not be able to access your child's Learning Journey. Whilst we are confident that all will go smoothly, please be reassured that we will have back-up versions of all the Learning Journeys just in case.

## **ALLERGIES**

If your child's allergy or medication has changed please put details in writing to Janet. Please also see information on the attached General Information Sheet.

## **STARTING SCHOOL**

**If your child is 4 years old between 1st September 2016 & 31st August 2017 they will be due to start school in September 2017.**



Whilst it only seems like 5 minutes since we said goodbye to our leavers in July, the time is already approaching when schools will be taking applications for children starting school next September. We are being asked by local schools to advertise their Open Days and give out information. Over the coming weeks there may be information coming home with the children and we will also have posters and leaflets on our information table in the foyer. Please feel free to help yourself.

At Busy Bees we support all our local schools so any information that comes home is by no means an attempt to influence your decision. We wish you all luck with deciding on schools, and if you have any queries then please speak to Janet.

## **ABSENCE FROM BUSY BEES**

If your child is absent from Busy Bees for any reason, please let us know, either by phone, e-mail or text (contact details are at the end of this letter). We are advised to follow up any unexplained absences so your help in this will be much appreciated.

## **PARENT CONSULTATIONS**

We are offering termly Parent Consultations this year. This will give you an opportunity to come in and meet with your child's Key Person and review how your child is getting on. The dates we will be running these consultations are listed below and booking sheets will be put out nearer the time. Unfortunately we are only able to offer daytime appointments as we do not have access to the building during the evening. If you are unable to attend please feel free to get in touch, by phone or e mail and we will give you feedback that way.

**Autumn Term: week of 21<sup>st</sup> November**

**Spring Term: week of 20<sup>th</sup> March**

**Summer Term: week of 3<sup>rd</sup> July**

If you have any comments or concerns please don't feel you have to wait for the consultations, we are always happy to talk to you. Also, don't forget that with the online Learning Journeys on Tapestry you should be able to see what your child does at Busy Bees at any time.

## CLASSES

All the Busy Bees children should now know which class they are in but if you are unsure then please speak to a member of staff.

As Tash is leaving we will be moving the children in Red Class and we will let the parents and children affected know their new Key Person as soon as possible.

## EARLY YEARS FOUNDATION STAGE (EYFS)

We have attached our information leaflet about the EYFS which summarises the full document. However, if you are interested in seeing the EYFS framework in its entirety there is a copy available at Busy Bees or it can be accessed via [www.foundationyears.org.uk](http://www.foundationyears.org.uk) and click on the link "EYFS 2012". This website is a very useful website for both professionals and parents and there is a dedicated Parents Area.



## CHILDREN'S BAGS

Please could we ask that the items in your child's bag are only those that may be needed by child during the session. The bags are accessible to the children throughout the session as we encourage their independence in finding their own clothes etc.

***In particular we ask that there is no medication of any kind kept in their bag, this should always be passed to a member of staff for safe storage.***

If you need to bring anything other than your child's items into nursery then please speak to Rowena or Sam and we will store it somewhere out of the children's reach.

## KEY PERSON

If you are unable to speak to your child's Key Person at drop off or collecting times, you are welcome to contact us by phone during or after the session. We will do our best to ensure that they can be available to speak to you. The contact number for Busy Bees is at the end of this letter.

## CHRISTMAS PARTY

A little early but we wanted to draw attention to the fact that on Friday 16<sup>th</sup> December we will be finishing at **11.30am**. Invoices will be adjusted accordingly for those families affected. This is to allow us time to clear the rooms ready for the Christmas party. The party is for all children and takes place from 12.15 to 1.30(ish). We have also sent an invitation to Father Christmas asking that he attend to distribute presents (purchased and wrapped in advance by parents). Further details will be sent out nearer the time.

## HOME LINK FOLDERS

Folders will be given out to our new children as and when they start. Please remember to bring your folder to each session but please don't be disappointed if your child doesn't bring home any art or craft. It doesn't mean they haven't been Busy Bees! If your child needs a replacement folder, please ask Alison or Janet.

## MINI BEES MUSICTIME

Our music group for parents and babies/toddlers has started for the new term. It's a fun, relaxed group and is on Thursday mornings, 9.30 or 11.00 at All Saints Parish Hall (behind the Registry Office). The cost is £4 per family to include refreshments after the singing – turn up and join in when you can, no need to book in advance.



## FACEBOOK

 Did you know we have a Facebook page? Like many businesses, we have a page so that we can keep in contact with you and hopefully spread the word of Busy Bees a bit farther afield! We also use the page as another area to post emergency messages such as snow closure or reminders about upcoming events. If you are a Facebook user, please look us up and "like" us!

Please be assured that we are very conscious of confidentiality and we have a Social Networking policy which governs what we do. Confidentiality will be preserved at all times and at no time will the page contain photos of the children in which they can be identified. Please do not be offended if we do not accept friend requests – this is connected to our policy.

If you have any comments or concerns about this please don't hesitate to speak to Janet or Alison.

## EXTRA SESSIONS

Providing we have space, we are happy to offer you the chance to book one-off sessions or maybe just an extra hour or two as and when you need them. Our usual hourly rate of £5.50 per hour applies to additional sessions booked. We offer this on a first come, first served basis and if we take bookings for regular sessions these would be honoured first. To book a session/extra hours, please ask Janet.

## FRENCH AT BUSY BEES

French sessions will be changing to Thursday mornings this term. Sarah, our French teacher, visits us each week, bringing with her an array of puppets, games, toys and of course lots of music and songs! The children love to interact with the puppets and very quickly learn their colours and numbers amongst other things in French, seemingly without any effort, all while having lots of fun.



## CONTACT DETAILS

### SCHOOL HOURS

Telephone : 01420 549593

Mobile: 07528 360887

e-mail: [busybeesalton@yahoo.co.uk](mailto:busybeesalton@yahoo.co.uk)



### OUT OF HOURS

If you need to contact Janet or Alison out of nursery hours, our details are:

Janet Duddridge Tel: 01420 542451

e-mail: [janet.duddridge@googlemail.com](mailto:janet.duddridge@googlemail.com)

Alison Stickland Tel: 01420 549831

e-mail: [alison\\_willowdene@yahoo.co.uk](mailto:alison_willowdene@yahoo.co.uk)

**We hope you have a great Autumn Term!**

**Let us know if you have any comments or concerns - we are always keen to hear your views and feedback.**



***STOP PRESS! Huge congratulations to Georgie, one of our new parents, for her amazing accomplishments at the Rio Paralympics - 2 gold medals and a silver! What a massive achievement! We are sure you will join us in congratulating her and wishing her all the best.***