

Woodlands Nursery Newsletter December 2019



Dear Parents and Carers,

What a busy term we have had here at Woodlands! The children are all now well settled within the nursery. Many of the children have formed friendships and are enjoying exploring the different areas of the nursery with their friends. We have loved having our family members join us this week for "Family Fun Week!" We also got to have some time in the big school hall which our boys and girls particularly enjoyed!

We would like to take this opportunity to wish our children and families a lovely Christmas and send best wishes to you all for 2020. We look forward to continuing to work with you and your fantastic children next year.

Lynne Egan

Depute Head Teacher

Nursery Dates

A reminder that the nursery is open to children on Monday 6th January as normal. If your child will not attend on this date, please contact our office to let us know. School children resume on Tuesday 7th January following a teacher training day on the Monday.

Nursery Lunches

We have recently been given new advice from West Lothian Council regarding the storage of packed lunches for our children. All perishable items (sandwiches, yogurts, sausage rolls, chicken pieces etc) should not be kept in children's lunch boxes any longer. This applies even if you include a cold pack. These items will now be stored in the fridge within the nursery. From January, these items should be put into a separate bag, labelled with your child's name, and handed to a member of staff when you arrive at nursery. Many thanks for your co-operation with this.

Allergies/Home packed lunches

We have a number of allergies amongst our community and we ask you, therefore, not to include any of the following items in packed lunches:

products containing strawberry or flavourings; products containing kiwi or flavourings; products containing nuts.

We would take precautions to ensure that your child does not come into contact with anything which could impact on their health and ask you to show others the same courtesy. Thank you for your co-operation.

Celebration of birthdays

We recognise that birthdays are big events for our children and are happy to celebrate with them. However, in line with health promotion and food allergies, please do not send sweets or cakes for children to distribute/have at nursery. Anything sent in will be returned to home.

Medication in Nursery

Please inform our school office or a member of the nursery team if your child has medical needs, or needs to take medication in nursery and also if there are any changes to dosage or medicines. If your child requires medication you will be given a form to fill in and sign, and medication will be stored safely. If you need a form, please contact the school office or forms are available on our school website (<https://stjohnogilvie.westlothian.org.uk>)

Please note that medication must be in the original box with the pharmacy label stating name/dosage etc. clearly displayed.

Safe and Considerate Parking Around the School and Nursery

As always, we highlight to you the absolute importance of safe and considerate parking around our school and nursery. During these months of potential weather hazards, please leave additional time for your car journey to school and be **safety aware at all times** when dropping your child or parking near the building.

We would also ask that you consider the residents around the school when parking, dropping off or collecting. We continue to have frequent complaints from local residents who have had their driveways blocked and would ask you to refrain from doing this. We have also had some complaints recently around cars sitting for extended periods of time with engines running. We would ask that if you are waiting to collect children, you please switch off your engine.

The school car park is for staff parking only. Please do not use the car park for drop off/collection. There is one disabled space available, we would ask that you only park here if you are displaying a "Blue Badge" and again, please only park here for dropping off or collecting, and not for extended periods.

Reporting your child's absence

We would ask all parents/carers to contact our school office on **(01506) 412560** or to text our Groupcall number **(07860 049776 - nursery)** to report if your child is going to be absent. West Lothian Council policy advises that parents should contact us to inform of an absence as early as possible. If no contact has been made, a Groupcall message will be sent asking parents to get in touch with the school.

If we are unable to make contact with parents or carers, Head Teachers are required to make the decision about whether to contact NHS Health visiting team to seek support in contacting families to ensure that children are safe. These measures are in place to ensure the safety and wellbeing of our children and it is of great importance that parents contact our office if your child is not attending. Please either state that your child will be off for a specified number of days, or contact us on **each day** of absence. We appreciate your co-operation.

Please note the following NHS guidelines regarding absence.

Main points:

- *Any child who is unwell should not attend regardless of whether they have a confirmed infection*
- *Children with diarrhoea and/or vomiting should be excluded until they have no symptoms for 48 hours following their last episode*
- *Children with unexplained rashes should be considered infectious until assessed by a doctor*



School Playground

Children who bring bikes/scooters to school should dismount before entering the playground and walk them to the lock up areas. This also applies to any younger siblings riding bikes or scooters. We would strongly advise anyone bringing a bike or scooter to make sure that they are taken back home or locked up as members of the public do walk through the playground when the children are inside the nursery. A reminder that dogs are not permitted in the school playground. Even if they are on a lead, WLC policy states that they should not be in the grounds. The exception to this is assistance dogs. Thank you for your adherence to this.

Winter Ready

In the event of a closure due to severe weather, we will inform you by Groupcall text. The nursery staff will use the nursery blog (available through our school app) to share some ideas of activities which you may wish to complete with your child. You will find the nursery blog in the Information Section of the app – Woodlands ELC Blog.

Communication

We have a number of ways to communicate with our families and thought that it might be useful to detail the different ways that you can access information to enable you to keep up to date with what's happening in nursery.

Groupcall Text Messages

This facility sends text messages directly to your mobile phone. There is a charge for each message that we send using Groupcall. We will contact you using Groupcall in the following instances:

- Nursery closures
- Individual messages to specific parents (absences etc.)
- Any other significant messages

School App Messages

We have a school app which you can download (search App or Play store for "School App for Parents"). We have access to a messaging facility through the app and will use this to send reminders to the whole parent body about events.

Newsletters

We will send these to you via email. We will **no longer** send you a Groupcall text message to advise you that we have sent an email. Please keep a regular eye on your email inbox. If we do not have an email address for you, please consider providing us with one.

We will also publish newsletters on the school and nursery website which you can access here:
<https://stjohnogilvie.westlothian.org.uk>

Learning

We will share information about learning with you in 2 ways.

1. Through our school app – within the information section – Woodlands ELC Blog
2. Through Twitter. Follow the school @WLStJohnOgilvie and nursery @WLWoodlandsELC

Dates for your diary

We will give you information about upcoming events/dates in 2 ways

1. Through our school app – within the dates section
2. Verbally from the staff in the nursery

