

Hello to all our families,

Sincere apologies, we have not sent out our usual termly new letter as the management team have been incredibly busy helping in rooms and bubbles along with helping to keep the nursery extremely clean and safe for your children and the staff team.

This email however includes lots of information about the nursery and what's going on within nursery!

Firstly, once again we would like to say a huge thank you to all our wonderful families for your ongoing support and feedback throughout this pandemic. 2020 has not turned out the way we all planned, however thanks to you all we still have a nursery to come back too. We are lucky enough to have extra spaces around the nursery to ensure that the government guidance has been adhered to with regards to the social distancing bubbles we have created and the highest safety measures possible throughout the day.

### Staff Training

Whilst we have been on lock down our staff have been working hard to further their knowledge and expertise specifically catered to the age and stage of development they work with. We wanted to share this with you as we feel it is important to sing and shout about our staff's achievements. These courses have not only included Coronavirus Awareness training (whole staff team) but also specific courses such as Responding Sensitively to Biting, Transition in Early Years, further training on prevent duty and Fundamental British Values. In light of the latest Ofsted Inspection Framework all staff have also completed an Intent, Implementation and Impact training course which has encouraged the staff team to reflect further on their practice, what are we doing? Why are we doing it? What impact will it have on the children?

We have also tuned into individual staff's specific interests, strengths and areas of support and some staff have completed additional courses such as Leadership training, SEND training, behaviour training and Boy's Writing.

We also have our paediatric first aid training booked in for this month to ensure that everyone is refreshed and up to date. This is also for those new members of staff we have gained since returning from lock down. Did you know that 100% of our staff team are paediatric first aid trained?

We are sure you will agree that the time off for our staff team has been well spent and although has been difficult for everyone, we as a team have made the most of this time developing our knowledge.

### Updated Terms & Conditions to Your Contract

Everyone has been sent the new terms and conditions of your contract with Once Upon A Time Daycare. There are some slight adjustments specifically with notice periods for holidays, deductions in days and changes to contract. Please read the document thoroughly and send an email of receipt to [info@onceuponatimedaycare.co.uk](mailto:info@onceuponatimedaycare.co.uk). If you have not received them please again email us and we can send it out to you again.

## Staff Updates

This is just a small update to let you know about our staff and the rooms/bubbles they are all in. We think this is something that all families should be aware of as children progress through the nursery it is important for you to familiarise yourself with our nursery family:

### **Our management team...**

**Cherise Hatfield - Director**



**Samijo - Nursery Manager**



**Beki - Nursery Manager**



**Lisa - Deputy Manager**



**Monet - Admin**



**Claire - Nursery Chef**



### **In our Space Room (baby room) we have...**

**Sally- Room Leader**



**Leigh- Qualified Nursery Nurse**



### **In our Under The Sea room...**

**Maisie - Room Leader**



**Sally - Room Leader**



**Shay - Qualified Nursery Nurse**



**Megan - Qualified Nursery Nurse**



**Brooke - Level 3 Apprentice**



**Louise - Qualified Nursery Nurse**



**Rebecca - New Apprentice, started September 2020**

**In our Jungle room we have...**

Chelsea - Room Leader



Aimee - Qualified Nursery Nurse



Georgina - Qualified Nursery Nurse



Morgan - Apprentice Nursery Nurse, started September 2020

**In our Little Kingdom room we have...**

Megan - Room Leader



Bethany - Qualified Nursery Nurse



**Bank staff...**

Sinead - Qualified Nursery Nurse



Asmara - Qualified Nursery Nurse



Safia - Qualified Nursery Nurse



Megann - Qualified Nursery Nurse



Sophie - Qualified Nursery Nurse



Olivia - Apprentice Nursery Nurse



Ella - Qualified Nursery nurse



You may notice there are some faces missing, we have unfortunately had to say goodbye to a few members of staff as they are furthering their careers at university. We wish them all the luck in the world, and they will be sadly missed.

### Covid-19 Updates

We just wanted to recap and remind you of the actions from our risk assessment we have put in place in response to the government's guidance:

- We have returned to our normal numbers in each of our rooms from September, our rooms/"bubbles" remain separate and do not mix at all through the day including our communal areas (outdoors and soft play).
- The communal areas are cleaned and disinfected after each use to ensure that children are not touching furniture or resources that have been previously played with in the same day.
- Our cleaning schedule has continued to be more robust, including sterilising toys throughout the day, more regular disinfecting of surfaces throughout the day and more regular hand washing.
- We only ask children or staff to self-isolate and recommend they get a test if they develop [symptoms of coronavirus \(COVID-19\)](#). Those sent home to self-isolate, having been in close contact with someone who has tested positive, should only get tested if they develop symptoms themselves. The symptoms of coronavirus (COVID-19) are a high temperature, a new, continuous cough, or a loss or change to your sense of smell or taste. The capacity of the NHS Test and Trace system should be protected for those with symptoms of the virus. Booking is essential for drive in and walk in test sites.
- Soft play is now accessible to our bubbles, this is only available to be used by one bubble per day. The whole soft play will then be disinfected after used.
- No one with symptoms should attend nursery and will immediately be sent home if one or more of the symptoms are present. If anyone confirms to us a positive test for coronavirus (COVID-19), we will notify our [local health protection team](#) immediately. We will also contact that whole bubble (staff and children) and will be asked to self-isolate for 14 days (chargeable). The health protection team will work with us to carry out a rapid risk assessment and identify the appropriate next steps.
- Parents and visitors are not permitted to enter the building, the only exception is on children's first settle. We have created a safe play space in the office where for 1 hour a parent can accompany their child along with their key person to settle that child. This space is cleaned and disinfected before and after every use.
- No show arounds are taking place only virtual tours are offered currently.
- We are using different doors for access for our children when they arrive and depart to prevent large gatherings outside the main door. Please can we remind you to be mindful of the que of families behind you when dropping off and collecting and keep handovers to a minimal. Any urgent concerns or queries must be made via the app or telephone call to your child's key person to prevent long conversations and social interaction where possible.
- Staff remain in their bubbles however after a full day in one bubble may then join another bubble the following day subject to the events in each bubble each day.

-Staff are dining in a designated 2 metre lunch area to ensure that they again are not mixing bubbles. The area is cleaned and disinfected after every use.

-We have removed the majority of our soft furnishings, mainly rugs and replaced them with wipeable matts. Cushions are washed daily or rotated every 72 hours. Our books and resources that are not wipeable are again rotated every 72 hours.

-Self service is not being carried out in our 2 years+ rooms to prevent further contact where possible.

-Meal times are being carried out in 2 sittings to ensure that there are minimal children sat at any one time. This also allows more space between children whilst eating.

-Our hand washing station remains outside for parents, children, and staff to use on arrival before entering nursery. We always wash hands when children, staff and visitors enter the building if this is a busy area.

-Prams and car seats are not permitted to be left on site at this present time.

-Reducing the amount of social contact with parents/carers on drop off and collection. We will post updates, nappies, and meals through our app throughout the day to reduce the time spent at the door. If parents/carers wish to arrange a working in partnership with their child's key person they must call them in the room to arrange this. Please be mindful of the families waiting to drop off/collect behind you to reduce social contact.

### Nursery Updates

Our outdoor classroom is going to be opened as an official Pre-School room in January 2021. This is a very exciting new asset to the nursery that allows us to prepare the children going to school in September.

In light of this, we have reflected on the transitions this then creates throughout nursery and have made the decision to reduce another room transition for our children and combine Jungle and Little Kingdom to create one large classroom. We will open the doors between the rooms which will allow larger play spaces, focused areas and enhance our provision completely. We are taking influence from The Reggio Emilia approach which is an educational philosophy and pedagogy focused on preschool and primary education. This approach is a student-centred and self-guided curriculum that uses self-directed, experiential learning in relationship-driven environments supported and encouraged by the team. It is based on the principles of respect, responsibility and community through exploration, discovery and play and we cannot wait for our environment to reflect this. Reflective practise is part of our everyday routine and ultimately helps us to improve our service daily for families, staff, and children. This is again something we aim to trial and will review monthly to see how well it is going and if there are any areas of improvement. We hope you will see the benefits and the positive implications this will have on those children getting ready for school but also the children in these rooms as they have larger areas to explore, express themselves and ultimately more limitless resources.

Jungle Kingdom will then become our 2years-3years room and children will move to the outdoor classroom the September before they go to school the following September.

Please look out for more information on this in the up-coming months as we will keep you up to date with our plans, images, and progress in preparation for this.

You may or not have heard that the Department for Education is to change the Early Years Foundation Stage (EYFS) in 2021. The government says the changes will improve outcomes for all children, but particularly the language and literacy outcomes for disadvantaged children and reduce teacher workload.

The changes proposed are:

- proposed revisions to the educational programmes
  - proposed revisions to the Early Learning Goals (ELG)
  - proposed changes to the assessment and moderation process for the Early Years Foundation Stage Profile
  - and a proposed change to the safeguarding and welfare requirements to promote good oral health.
- The DfE says that the proposals are intended to:

- make all 17 ELGs clearer, more specific and easier for teachers to make accurate judgements
- focus on strengthening language and vocabulary development to particularly support disadvantaged children
- strengthen literacy and numeracy outcomes to ensure all children have a good grasp of these areas of learning in preparation for year 1
- ensure the ELGs are based on the latest evidence in childhood development
- ensure they reflect the strongest predictors of future attainment.

We as a nursery are not volunteering to introduce the new framework until September 2021 as there are aspects that may still change, however we are becoming familiar with the proposed changes to ensure that we are completely in line and knowledgeable with the new EYFS framework and government guidance. It is not mandatory until September 2021 and we are excited that it will be clearer and more specific, and increase the focus on language, literacy, and maths, and reduce teacher workload as it proposed.

We also have our photographer coming on the 10th and 11th November, Little Robin Photography capture real life action photos of your children outdoors and they have always been stunning. We have arranged for Rachel (the photographer) to come on this date as these make beautiful gifts for Christmas. If your child does not attend either of these days do not worry, we can arrange for you to come in at a designated time on either date. Because they are outdoors we can still adhere to social distancing along with extra precautions.

Thank you for your time and attention.

We are missing seeing everyone here on reception and we hope that one day we can return to what once was normality.

Kind Regards

Once Upon A Time Management Team

