



Marshfield Monkeys

Day Nursery, Wrap Around & Holiday Club

November 2019 Newsletter

Welcome back, I hope everyone had a lovely half term holiday.

Our theme this term is 'Senses' and 'Winter' - Y Gaeaf'

Our planning this term involves lots of activities and learning inside and outside. Children will need to be suitably dressed for the weather, bring a warm winter coat with a hood and wellies every day. Please ensure your child's belongings are labelled, this includes their coat, wellies, bags and lunch box if staying for lunch. **(Please label the outside of your lunch box).**

This term we will be celebrating a number of festivals including Remembrance Day, Children in Need, Hanukkah and Christmas. Whilst out on your travels please can you keep an eye out for pine cones for our Christmas craft.

Dates for your Diary

Childcare Offer for Wales funding

Applications for the Childcare Offer for Wales funding commencing January 2020 are available online via the local authority, for children born between 1st September 2016 and 31st December 2016. The Newport Childcare Offer team are requesting that applications are to be completed by 25th November to ensure they are processed in time for the January term.



Wednesday 6th November

The Reception applications for all Newport schools will open 6th November and close 15th January 2020. Parents of children starting Reception September 2020, please apply early so that you don't miss out on your child's place at your preferred school.

<http://www.newport.gov.uk/en/Schools-Education/Schools/Apply-for-a-place/Admission-to-reception-school.aspx>

Cardiff schools Reception applications open 18th November and close 13th January 2020.

<https://www.cardiff.gov.uk/ENG/resident/Schools-and-learning/Schools/Applying-for-a-school-place/Pages/default.aspx>

Thursday 7th November

Our pre-school children have been invited to join an inter generation programme at Pentwyn Nursing home in Marshfield at 10.30am. The children will take part in singing and playing games with the nursing home residents, the session will last about 45 minutes. The children will be transported and accompanied to/from the nursing home by the staff at Marshfield Monkeys. We have a few spaces left on Thursday for anyone else who would like their child to attend. Please send an email to confirm, permission forms will need to be completed in advance please.

Monday 11th November

Children are welcome to wear an item of red clothing for Remembrance Day.



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★ Friday 15th November

★ Children are invited to come dressed in their Pjamas or onsie's for Children in Need day for a £2 donation. We have lots of fun activities and games planned, all funds raised will be donated to Children in Need.

★ Events coming up over the next term in partnership with Marshfield Nursery

★ Details to follow for the Christingle joint event at St Mary's Church and visit to see Father Christmas.

★ W/c Monday 25th November

★ Home link appointments are available all week, please see the Parent notice board for times. This is an opportunity to meet your child's key worker and discuss your child's progress.

★ Thursday 5th December

★ Second visit to Pentwyn Nursing Home for a singing session with the residents.

★ Tuesday 10th December

★ The morning children will be entertaining Marshfield WI ladies with a practice run of this years' Christmas sing along.

★ Thursday 12th December

★ The main hall will be used as a polling station for the general election. Our normal opening times will still apply.

★ W/C Monday 16th December

★ Christmas jumper week.

★ Monday 16th December 4pm

★ Parents and family members are invited to our Monkey festive sing along and refreshments..
★ Tickets will be available from 2nd December so that we can plan for the seating, £1 per adult, children and siblings are free. Refreshments and a raffle will also be available. All money raised from the tickets and raffle will be put towards new resources. Raffle prize donations would be gratefully received.

★ Wednesday 18th December: Children's Christmas party. 11.00 – 13.00.



If you child does not normally stay for lunch club, please add £5.00 to the total on your December payment (children who usually attend Wednesday AM/Lunch Club, fees are included)

For children who are not booked in on a Wednesday please add £10.00 to your December payment.

Breakfast club and PM session are still available that day.

★ Thursday 19th December

★ We have been invited to attend the Mini Marshfielder Christmas party in the school from 10am. All children and parents/carers are welcome.

★ Thursday 19th December 3.30pm – 5.30pm

★ Festive party food and games with our afterschool club children.



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Jimmy & Jenny Monkey

Our cheeky Monkeys would love to spend time with your child for a few days. Children are welcome to record their adventures in the books using own drawings, photographs with parents help. These adventures will be shared at circle time.

Emergency Childcare

Please feel free to contact Monkeys if you have an emergency childcare need, these are additional one off sessions outside your contracted sessions subject to availability. Normal fees apply plus a £2.50 admin fee per request.

Medicine

Please can you check and remove any medication including Calpol from your child's bag prior to arriving into Monkeys. If your child needs to take medicine during the session, please approach a member of staff and complete the relevant forms. All medication has to be kept out of reach from all our children.

Existing Injuries

Just a reminder to please complete our Accident at Home form if your child arrives at Monkeys with a pre-existing injury. This is so we are aware the injury has taken place outside our care.

Illness Policy

Just a reminder, our illness policy as required by CIW states children should not attend if they are unwell or have been unwell. E.g. Sickness/diarrhoea 48hr exclusion after the last symptoms.

Car Parking

The car park is only open to parents/carers dropping off or collecting their child from Marshfield Monkeys that day.

Parents are responsible for the supervision of their children Walking to and from the car. Please park safely and do not obstruct the building or exit of the car park. Three disabled parking spaces are available at the front of the building, please respect these and only park in them if you carry a disability car sticker.

Invoices

Fees for term time (39weeks) or term time including the holiday clubs (45weeks) will be calculated at the beginning of the contract and divided into equal payments from September 2019 to June 2020. Parents will be required to set up a standing order with their bank to make the monthly regular payments or via your childcare voucher scheme.

Fees will be recalculated if your child's sessions are amended or cancelled during the term, or if you are in receipt of the Childcare Offer for Wales funding.

Amser Snac – Snack Time

Please remember to bring in a piece of fruit each session for your child to share with their friends at snack time, to be put it into the fruit bowl upon arrival.

Arrival and Departures

If you arrive late or need to collect your child early, please ring the bell on the garden gate or phone Monkeys on **07874 232680**.



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Parents are encouraged to speak to the Leader if they have a query regarding the fees, or for any reason they are likely to have difficulty in making a payment on time. Confidentiality will be assured at all times.

If fees are not paid at the agreed time then Natasha will notify the parent in writing and request payment at the earliest opportunity. If no payment is made within three days of receipt of notification then Monkeys reserves the right to apply a 'late payment fee' to any outstanding amount owed at a rate of £5.00 per day until such payment is made.

We can accept Childcare Vouchers as payment towards fees, if you would like to pay your fees via your Company Voucher Scheme we are registered with the following voucher schemes:

Computershare Voucher services ref: 0017534914

Sodexo ref: 824633

Care4 ref: 97597216

Edenred ref: P20769318

Kiddivouchers ref: 46586

Fideliti: MAR624C

Busy Bees Marshfield Monkeys

You at Work Marshfield Monkeys

Enjoy Benefits: B021239

Apple Childcare Vouchers: CA00010383

Happy People Vouchers: 05130

Salary Exchange: Marshfield Monkeys

RG Childcare ID is: 18646084699

Our CIW registration number can be located above the cloak room.

Inclement Weather Plan (in advance for the new term starting 6th January)

We will make every effort to ensure Monkeys remains open but in the case of severe weather it may be that we will have to close if we believe there is a risk to the health, safety and welfare of staff and children. The decision to close the Monkeys due to inclement weather conditions in the immediate locality will be made by Natasha who will endeavour to contact all families by email or text. (Please ensure we have an up to date contact number).

If the weather declines during a session:-

- We will co-operate with the parents/carers as to whether they come to collect their child early.
- We will continue until finishing time for those who require it, providing there is the correct ratio of staff to children.
- Your child can be collected by another parent/carer providing you telephone us on 07874 232680 to inform staff of the details of the collector giving them permission to do so and a password.
- We ask parent/carers to keep us informed as to their whereabouts on 07874 232680 so staff can keep themselves and the child updated.
- Staff working in Monkeys will be allowed to travel home early providing that the ratios of the children to adults are maintained.
- Payment of Fees and Lunch Club – If Monkeys is closed due to bad weather, fees will still be charged as normal to cover staff wages and village hall rent.

For those without internet access, please telephone: Natasha 07833 942226

Marshfield Monkeys will be closed for the Christmas holidays from 5.30pm Friday 20th December and will reopen 7.45am Monday 6th January 2020.