



# Marshfield Monkeys

## Day Nursery, Wrap Around & Holiday Club

### September 2019 Newsletter

Welcome back everyone and a special welcome to the new families joining Monkeys this term.

#### Marshfield Monkeys Team

Natasha Sullivan-Dungey	Owner/Person in Charge (Lvl 5), Safeguarding Officer
Jamie Parsons	Childcare practitioner (Lvl 5), Deputy Lead
Stacey Little	Childcare practitioner (Lvl 5), Deputy Lead
Chloe Jones	Childcare practitioner (Lvl 5)
Victoria Ayes (Toria)	Childcare practitioner (Lvl3), Deputy Lead
Anthony Ayres	Childcare practitioner (Lvl3)
Rochelle Price	Childcare practitioner (Lvl 2, working towards Lvl 3)

#### Opening Hours Mon-Fri 07.45 – 17.30

Breakfast Club	07.45 – 09.00
Morning Session	09.00 – 11.50
Lunch Club	12.00 – 12.50
Afternoon Session	13.00 – 15.30
All Day Sessions from	07.45 – 17.30
Afterschool club	15.00 – 17.30

We would be really grateful if you could please collect some empty cardboard tubes, conkers/pine cones for our sensory play. There is a fabulous horse chestnut tree at St Mary's church is anyone is passing on their walk.

#### Term Dates 2019 – 2020 Including closures and Holiday Club:

<b>Autumn Term:</b>	02/09/19 to 25/10/19
Holiday club	28/10/19 – 01/11/19
	04/11/19 to 20/12/19 <b>(Closed Christmas 23/12/19 – 03/01/20)</b>

<b>Spring Term:</b>	06/01/20 to 14/02/20
Holiday club	17/02/20 – 21/02/20
	24/02/20 to 03/04/20 <b>(Closed Easter 6/04/20 – 17/04/20)</b>

<b>Summer Term:</b>	20/04/20 to 23/05/20 <b>(Closed bank holiday 08/05/20, 25/05/20)</b>
Holiday Club	26/05/20– 29/05/20
Summer Club	01/06/20 to 17/07/20
	20/7/20 – 07/08/20 <b>(Closed 10/8/20 – 28/8/20)</b>

#### Breakfast and Afterschool club

Our breakfast club is available from 7.45am before our morning session or start of school. Children have the choice of cereals and toast. Planned activities and free play are available up until 9.00am when the morning session starts. Children walking to school will leave at 8.40am with a member of staff.

A choice of healthy snacks will be provided during the afterschool club, which is open each day until 5.30pm. Fresh drinking water is always available for the children to help themselves.

#### Our autumn term theme is 'All About Me'

Our planning this term involves lots of activities and learning inside and outside around the Foundation Phase Framework. Each of the 7 areas of learning are covered throughout each week through planned and child led activities. Our planning for the term is displayed above the self- registration board. Children will need to be suitably dressed for the weather, including a coat and wellington boots if the weather is wet as we go outside to play. 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).*



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★ Parents are reminded not to send their child to Monkeys in new clothes as we do a lot of 'messy' play, the children are required to wear aprons but may still get their clothes dirty.

### ★ Dates for your Diary

#### ★ W/c 23<sup>rd</sup> September Harvest

★ Children are welcome to bring in a food product, which will be donated to a local Charity via the Church.

#### ★ Thursday 24<sup>th</sup> & Friday 25<sup>th</sup> October Halloweenies Party

★ We'll be having lots of Halloween fun and games during our Thursday after school club and Friday AM and PM sessions at the end of the half term. Normal session times apply. If your child does not normally attend either of these days/sessions but would like to attend, please let us know by 18<sup>th</sup> October.

### ★ Childcare Offer for Wales

★ January 2020 funding applications will open in the late October/early November, for children born 1<sup>st</sup> September 2016 to 31<sup>st</sup> December 2016. Parents are advised to put their claim and documents in as early as possible once the applications open, for the funding to commence 6<sup>th</sup> January 2020.



★ The Offer:

★ Up to 30hrs combined education and childcare for eligible working parents of 3 & 4 year olds, the term after the child's 3<sup>rd</sup> birthday.

★ You may be eligible for the childcare offer if:

- your child is 3 or 4 years old
- you are working and live in Wales - both parents must work if you are a two parent family
- you work at least 16 hours at the national minimum or living wage
- you earn a weekly minimum equivalent of 16 hours at the national minimum wage (NMW) or national living wage (NLW) (around £111 and £115 a week at the current 21-24 NMW and NLW rate respectively) but less than £100k per year

★ As a registered day care provider, parents can access up to 20hrs per week term and 30hrs per week during our holiday club at Monkeys, as well as their education funding per week term time at a Foundation Phase Nursery.

★ Further information can be found at:

★ <http://www.newport.gov.uk/en/Care-Support/Children-and-families/Family-Information-Service/Childcare/Childcare-offer.aspx>

★ <https://www.cardiff.gov.uk/ENG/resident/Schools-and-learning/Early-years-and-child-care/Government-funded-Childcare/Pages/default.aspx>

### ★ 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.





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### School Admissions for 2020

Please be aware the school admissions for nursery 2020 are closing 18<sup>th</sup> September, please contact the admissions department at your local council. Reception applications for 2020 will open 6<sup>th</sup> November.

### Fydd angen lle mewn ysgol feithrin neu ysgol ar eich plentyn yn 2020?

Os ganwyd eich plentyn rhwng:	Gwnewch gais ar gyfer:	Ymgeiswch o:	Dyddiad cau:
1 Medi 2016 a 31 Awst 2017*	Meithrin 2020	10 Gorff 2019	18 Medi 2019
1 Medi 2015 a 31 Awst 2016	Derbyn 2020	6 Tach 2019	15 Ion 2020
1 Medi 2008 a 31 Awst 2009	Uwchradd 2020	25 Medi 2019	27 Tach 2019

\*Cyfrif dim oed un cyfle i wneud cais am le mewn ysgol feithrin, ac mae'n cyfle hyswch borthfaol i gaisadau ar gyfer lleoedd ar gyfer mis Medi a lleoedd i blant sy'n codi'n 3 oed, pan fo lleoedd ar gael.

Gallwch wneud cais ar-lein drwy [www.newport.gov.uk/schooladmissions](http://www.newport.gov.uk/schooladmissions)

### Rhestr Wirio i Rieni

- ✓ Benderfynu os ydym ni am ddewis addysg cyfrwng Cymraeg neu Saesneg [www.newport.gov.uk/becomingbilingual](http://www.newport.gov.uk/becomingbilingual)
- ✓ Sicrhau ein bod ni'n gwybod pa ysgol yw ysgol ein dalgyrch\*\* [www.newport.gov.uk/schooladmissions](http://www.newport.gov.uk/schooladmissions)
- ✓ Penderfynu ba ysgolion i wneud cais amdanynt – po fwyaf nifer yr ysgolion, y gorau
- ✓ Gwneud cais mewn da bryd.

Mae mynediad gwe ar gael ym mhob llyfrgell Casnewydd am 2 awr y dydd. Mae cymorth gyda cheisiadau ar-lein i'w gael yng Ngorsaf Wybodaeth Casnewydd neu drwy ffonio 01633 656656.

### Will your child need a nursery or school place in 2020?

If your child was born between:	Make an application for:	Apply from:	Closing date:
1 Sept 2016 and 31 Aug 2017*	Nursery 2020	10 Jul 2019	18 Sept 2019
1 Sept 2015 and 31 Aug 2016	Reception 2020	6 Nov 2019	15 Jan 2020
1 Sept 2008 and 31 Aug 2009	Secondary 2020	25 Sept 2019	27 Nov 2019

\* There's only one application window for nursery, from which both September and Rising 3 places will be allocated, where available.

Apply online via [www.newport.gov.uk/schooladmissions](http://www.newport.gov.uk/schooladmissions)

### Parents' 'To do' list

- ✓ Decide if we want Welsh or English-medium education [www.newport.gov.uk/becomingbilingual](http://www.newport.gov.uk/becomingbilingual)
- ✓ Make sure we know what our catchment school is\*\* [www.newport.gov.uk/schooladmissions](http://www.newport.gov.uk/schooladmissions)
- ✓ Decide which schools to apply for - the more, the better
- ✓ Apply on-time

Internet access is available at all Newport libraries for 2 hours a day. Assistance with online applications is available at Newport Information Station or phone 01633 656656.

### 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.

### Arrival and Departures

Upon arrival, the staff will be ready to welcome and assume responsibility for your child at the beginning of each session, once the parents have left the building. Parents are to bring their child in and help them to find their coat peg, hang up their coat and put their piece of fruit into the fruit bowl for snack time. A member of staff will stay on the door until all the parents have departed.

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



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### Car Parking

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

Parents are responsible for the supervision of their child/ren 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.



### Holiday Club

Our Holiday club is open during all the half terms and the first 3 weeks of the 2020 summer holidays. Parents will be offered a term time (39weeks) or term time with holiday club (45weeks) contract when their child starts Monkeys. See term dates above.

### Lunch Club

Parents are reminded to please cut grapes and tomatoes in half (lengthways) as they pose a choking hazard. They are the perfect size to completely block a child's windpipe. Uncut fruit will be removed from your child's lunch box and sent back home. Doing such a simple thing could potentially prevent such an accident.

To reduce waste, please where possible, pack your child's lunch in tupperware boxes and provide a reusable drinks bottle. All rubbish will be sent home in the lunch box, however we can take out and recycle plastic yoghurt pots and food waste.

### 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.

### Family Photographs

We're planning a celebration wall in our freshly painted room and asking if our Monkeys could bring in a photograph in a frame of their family/extended family or pets please for the wall. Please pass your photographs onto your child's key worker.

### Sunflowers

Our children last school year grew giant sunflowers. It would be lovely once the sunflower dies back if you could bring in a sunflower head, so we can share it with the children please.

### Accident at Home

If your little one arrives with an existing injury/bump/bruise, please may we ask that you complete an accident at home form. We require all injuries to be disclosed to ensure we are able to provide appropriate care for your child.

### Illness Policy

Just a reminder, our illness policy as required by CIW states children should not attend Monkeys if they are unwell or have been unwell.



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e.g. Sickness/diarrhoea 48hr exclusion after the last symptoms.

### Invoices

A monthly payment option is available from September.

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 once your child is in receipt of the Childcare Offer for Wales funding.

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

**Fidelift:** MAR624C

**Busy Bees** Marshfield Monkeys Playgroup

**You at Work** Marshfield Monkeys Playgroup

**Enjoy Benefits:** B021239

**Apple Childcare Vouchers:** CA00010383

**Happy People Vouchers:** 05130

**Salary Exchange:** Marshfield Monkeys Playgroup

**RG Childcare ID** is: 18646084699

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

Using a registered provider may entitle you to help with your childcare costs, call 0345 300 3900 or [www.hmrc.gov.uk/taxcredits](http://www.hmrc.gov.uk/taxcredits) for further information.



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### Marshfield Monkeys Lunch Club

#### Lunch time club is available:

12.00 – 12.50 to be added onto the AM or PM session

Lunch Club needs to be booked in advance to ensure we have the correct amount of staff on duty each day.



#### Top Tips for Storage

Use an insulated lunchbox.

Freeze a carton of juice the night before then use it as a freezer pack.

Avoid packing warm food into the lunchbox.

Refrigerate fruit before packing.

.....

Lunch boxes or bags will be stored in the kitchen area.

**PLEASE LABEL YOUR CHILD'S LUNCH BOX**

#### The emphasis of our Lunch Club is:

- to promote healthy eating
- to educate the children on the importance of washing their hands before eating
- to promote good table manners

All in a relaxed and happy atmosphere.

Once the children are settled they are given half an hour to eat their lunch, followed by free play.

All children eat at different paces and therefore to enable the children to finish their packed lunch, we ask parents/carers to provide a **realistic portion** of food to eat in their lunch boxes for the time provided.

The children will be encouraged to eat their food in a particular order, e.g. sandwiches, dairy, fruit and then their treats such as cereal bars. A note will be put in the lunch box to inform parents if any food had not eaten.

#### Healthy Lunch box check list

For a nutritionally balanced lunch have you included....

A portion of starchy food and a lean protein filling e.g. wholegrain bap, sliced wholemeal bread, chapatti, pitta pocket, pasta or rice with cheese, ham, chicken?

A portion of fruit and vegetables e.g. an apple, satsuma, grapes, cherry tomatoes, carrot or cucumber sticks?

Some dairy e.g. yoghurt, fromage frais, cubes of cheese?

And a drink. When choosing a drink for a lunch box we recommend water, fresh juice, sugar free squash or milk shakes. We would appreciate it if children are not provided with fizzy drinks

**Fresh drinking water will be available at all snack and meal times.**

To keep up to date with our news, please subscribe to our website

<http://marshfieldmonkeys.co.uk/>

or like us on Facebook <https://www.facebook.com/MarshfieldMonkeys>