



Monkey Puzzle Ware

Weekly Newsletter

Edition: 16

Date: 25 May 2018

Rebecca Ellen Photography

Wednesday, 27 May 2018

Baby Room Coffee Morning

Monday, 4 June 2018 – 3 pm to 4 pm

Preschool Room Coffee Morning

Monday, 25 June 2018 – 3 pm to 4 pm

BBQ & Preschool Farewell

Saturday, 30 June 2018 12 noon onwards

Nursery News

Brown Tail Caterpillar Attack!!!

Our nursery pests are slowly fading away; however we are still actively looking out for a specialist who can treat our trees. We are waiting for them to confirm back with their availability.

Dear Parents

Monkey Puzzle are proud to join hands with In Essence Therapies who will be starting their very first Baby Massage and Baby Reflexology classes exclusive to our baby room. These sessions will be absolutely free for our in-house parents and do join in for that one to one time with your baby. The class is limited to only 10 places and we recommend you call into the nursery soon to book your place 😊

PARENTS CHALLENGE RESULTS FOR LAST WEEK






First Runner Up – Lindsey Davis
Second Runner Up – Jacqui Clark

Snippets from Facebook



What's happening at our nursery guys???
Like us on our facebook page and get
interactive !!

Dr On Board....

		
Dr Rachakonda Consultant Paediatrician	Dr Gali Dentist	Dr Burugapalli Gynaecologist

The benefits of Baby Massage

Benefits of baby massage are that it has both physiological and psychological level for baby, but also has many benefits for parents too. Provides a special time for you and your baby to just be in the moment and enjoy time together. Improves Circulation, increased blood flow ensures nutrients and oxygen reach baby's cells and tissues. Aids Digestions and Elimination, can bring relief to constipation and colic Encourages muscular coordination and joint flexibility Improves sensory awareness Reduces tension, restlessness and irritability Helps baby to relax and to self-calm Increases vocalisation, assisting in speech and language development Strengthens and deepens the relationship between baby and parents by encouraging bonding Helps parents to relax and become confident in handling their baby Helps parents to become more aware and understanding of their baby's needs as the massage becomes a form of communication

NHS

IMMUNISATION SCHEDULE FOR UNDER 2's

8 weeks

6-in-1 vaccine, given as a single jab containing vaccines to protect against six separate diseases: diphtheria; tetanus; whooping cough (pertussis); polio; Haemophilus influenzae type b, known as Hib, a bacterial infection that can cause severe pneumonia or meningitis in young children; and hepatitis B
Pneumococcal (PCV) vaccine
Rotavirus vaccine
MenB vaccine

12 weeks

6-in-1 vaccine, second dose
Rotavirus vaccine, second dose

16 weeks

6-in-1 vaccine, third dose
Pneumococcal (PCV) vaccine, second dose
MenB vaccine second dose

1 year

Hib/MenC vaccine, given as a single jab containing vaccines against meningitis C (first dose) and Hib (fourth dose)
Measles, mumps and rubella (MMR) vaccine, given as a single jab
Pneumococcal (PCV) vaccine, third dose
MenB vaccine, third dose

2 to 8 years (including children in reception class and school years 1 to 4)

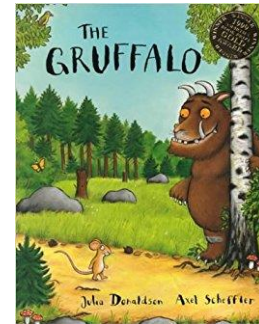
3 years and 4 months

Measles, mumps and rubella (MMR) vaccine, second dose
4-in-1 pre-school booster, given as a single jab containing vaccines against: diphtheria, tetanus, whooping cough (pertussis) and polio

What's On babies...

This week...

This week in babies we have been learning about stories as well as focusing our activities on the children's next steps and interests. Our activities include flash cards to encourage speech, we also enjoyed noodle play to encourage the feel of different textures, and to encourage speech during play.



Our theme next week will be...

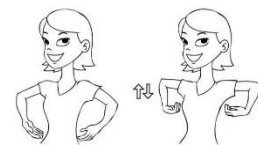
In the Jungle

Next week in babies we will be learning about the Jungle, we have some activities planned around the theme and the children's next steps and interests. We will be decorating monkey pictures to promote their fine motor skills. We will also be potato printing as this is something the children have taken great interest in.

Our song of the week will be...

Five little monkeys

Our baby sign of the week will be... Monkey



Things you can do with me at home...

- Continue to do some painting with me at home to encourage my fine motor skills

What's On toddler...

This week...

This week in Toddlers we have enjoyed learning about music as well as basing our activities around the children's next steps. We have made some shakers using different materials such as lentils and cous-cous. We also enjoyed dancing to music using our soft materials to help develop our physical development and communication and language.



Our theme next week will be...

Nursery Rhymes

Next week in toddlers we will be learning about nursery rhymes, we will be basing our activities around the children's next steps and interests. These activities include an egg and spoon race to encourage their physical development. We are also going to be decorating eggs which will help with the children's imaginative skills.

Our song of the week will be...

Humpty Dumpty

Our book of the week...

where's my bear

Things you can do with me at home...

- Continue to sing my favourite songs with me at home

What's On Preschool...

This week...

This week in preschool we have enjoyed some lovely activities based around the children's next steps, these activities included wheel printing to encourage the children's fine motor skills. We also enjoyed making our own pizzas to encourage new foods and textures.



Our theme next week will be...

My house

Next week in Preschool we are going to be talking about our houses, our activities will include junk modelling houses to promote their imagination and fine motor skills. We will also be looking at different rooms which are in a house, this will help to promote the children's speech and imagination.

Our song of the week will be...

We're going to build a house

Our book of the week...

Oi dog

Things to do with me at home...

- Talking about the different things that we have in our house, and ask which room is their favourite and why.

Mel's Kitchen ...



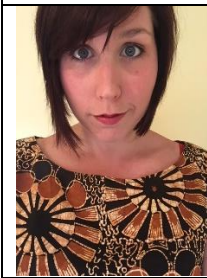

Hello lovely parents,

I am Mel, and I enjoy making yummy scrumptious meals for your little cherubs... I hope you like my menu for next week, but if you do have some suggestions or receipes you would like to add do let me know 😊

Week 3	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	Cereal + Toast Fruit selection <i>Gluten, Dairy</i>	Cereal + Toast Fruit selection <i>Gluten, Dairy</i>	Cereal + Toast Fruit selection <i>Gluten, Dairy</i>	Cereal + Toast Fruit selection <i>Gluten, Dairy</i>	Cereal + Toast Fruit selection <i>Gluten, Dairy</i>
AM Snack	Scotch Pancakes <i>Gluten, Dairy</i>	Bread Muffins + Better <i>Gluten, Dairy</i>	Cheese Straws + Salad <i>Gluten, Dairy</i>	Rice Cakes + Cheese Spread <i>Gluten, Dairy</i>	Vegetable Sticks + Dip <i>Gluten, Dairy</i>
Lunch	Lamb Tagine + Cous Cous Yoghurt <i>Gluten, Dairy</i>	Spaghetti Bolognese Chocolate + Beetroot Cake <i>Gluten, Dairy</i>	Sweet Potato + Vegetable Curry with Rice Yoghurt <i>Dairy</i>	Grilled Salmon + Noodles Melon Fingers <i>Gluten, Fish</i>	Cheese + Tomato Pizza with Salad Shortbread + Strawberries <i>Gluten, Dairy</i>
PM Snack	Fruit selection	Fruit selection	Fruit selection	Fruit selection	Fruit selection
Tea	Mixed Sandwiches + Salad Oat Cookies <i>Gluten, Dairy</i>	Beans on Toast Fruit Salad <i>Gluten, Dairy</i>	Ham + Mayo Wraps Carrot Cake <i>Gluten, Dairy</i>	Bagels with Cream Cheese + Salad Orange Sponge <i>Gluten, Dairy</i>	Tuna Parcels Yoghurt <i>Gluten, Dairy</i>

NOTE: Children with special dietary needs are catered completely and all allergens are swapped. Dairy and gluten are swapped for non-dairy and non-gluten alternatives, including fruits such as bananas and strawberries. Room staff and Chef have full allergy list and is shared daily between the room and kitchen

Nursery Team Board...

MANAGEMENT TEAM	
	<p>Swati Naidu Manager Overall Nursery Incharge / Owner Designated Safeguarding Officer for any Safeguarding issues relating to children and Parent liasion</p>
	<p>Lucy Eaton Assistant Manager Early Years Incharge to ensure Nursery Curriculum is followed to meet OFSTED requirements Fire Marshall</p>
	<p>Sam Dye Deputy Manager Safeguarding In charge of Nursery Safeguarding along with Nursery Manager Deputy Fire Marshall Deputy Safeguarding Officer (In Swati Naidu's absence) First Aider</p>
	<p>Amy Smith In charge of Nursery curriculum and supporting Nursery Manager and Assistant Manager in smooth deliverance of curriculum - EYFS Deputy Safeguarding officer (In Sam Dye's absence) First Aider</p>
	<p>Becky Lee Third Incharge Assiting Deputy Managers First Aider</p>

Baby Room Staff



**Sam Dye
Room Leader
Level 3**



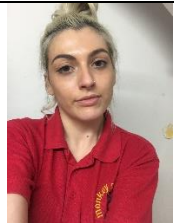
**Charli Leonard
Assistant Room Leader (Trainee)
Level 2**



**Ashley Rivet-Vitry
Room Practitioner
Level 3**



**Becky Lee
Room Practitioner
Level 3**













**Kristina D'adamo
Room Practitioner
Level 2 (Trainee Level 3)**



**Elaine Lee
Room Practitioner
Trainee**



**Stacey Cockman
Room Practitioner
Trainee**

Toddler Room Staff			
			
Heather Room Leader Level 3		Helen Marwick Assistant Room Leader Level 6	
			
Eloise Ambler Room Practitioner Level 2	James Upton Room Practitioner Level 2	Chloe Cockman Room Practitioner Trainee	
Preschool Room Staff			
			
Claire Water Room Leader Level 3	Mary Hardy Assistant Room Leader Level 3	Lewis Hill Assistant Room Leader Level 2	
Support Staff			
		Tina Pullen Nursery Assistant Level 3	Dora Lazarova Nursery Assistant Qualified Teacher
Matthew Lee Nursery Assistant	Emma Maslanka Nursery Assistant Level 6	Marissa Lunch Assistant Unqualified	

Parents Challenge....

We will be challenging our parents each week and there will be a 'winner', 'first runner up' and 'second runner up'. The winner will then qualify for our end of the month lucky dip and whoever gets picked in the lucky dip will get 10% off on their next invoice 😊

Please note for the challenge to be complete you MUST answer all questions and in case of a tie, the last question will be deciding factor. Best answer will also be published in next week's bulletin 😊

You can reply back to these questions by emailing to harsha@monkeypuzzleware.co.uk

<p><u>This Weeks Quiz:</u></p> <p>What is the aim of the mobile phone policy?</p> <p>What information is given to all visitors on site?</p> <p>Who are issued authorised mobile phones?</p> <p>How has this policy helped you?</p>	<p><u>How are parents benefitted from last week's challenge?</u></p> <p><i>While I was aware that Monkey Puzzle had a sun protection policy, I was not aware that there was a preference regarding types of hat to be provided so as a parent I now better understand my responsibilities. I have seen this policy being implemented first hand by MP staff and this is very encouraging. It is good to know that when the weather is warm, that my child has access to the outside area during cooler parts of the day and that she is being kept protected from the sun and hydrated whilst also getting some much needed fresh air and vitamin D.</i></p> <p><i>It's reassuring that the children aren't outside during the hottest part of the day, and when they are out there they have suncream and hats on and are provided with shade and extra drinks. It is also a good reminder of what type of hat that should be worn and to remember to date the suncream!!</i></p> <p><i>The sun care policy has helped to reinforce how seriously the nursery take looking after our little ones in sunny weather. A friend of mine has recently had to undergo skin cancer surgery as a result of sun exposure as a child so I am grateful that my daughter is being looked after to such high standards at Monkey Puzzle.</i></p> <p><i>Tempting as it is for us all to wear as little as possible when the sun comes out, I will ensure that I provide long length sleeves and bottoms from now on as my little girl is very fair like me!</i></p>
<p><u>Answers to last week questions:</u></p> <p>Between what times do we ensure children are not in the garden? Children will not be out in the sun between 11.00am – 3.00pm on hot days</p> <p>Who provides the sunscreen creams and lotions to the nursery and what is the procedure before it is accepted by nursery?</p>	

Children must provide their own high factor sun cream named and dated with prior written consent for staff to apply. This enables children to have sun cream suitable for their own individual needs.

What are the preferred hats for children when out in the garden?

A legionaries design hat is the preferred type of hat for children at nursery (i.e. with an extended back and side to shield children's neck and ears from sun) to provide additional protection. Hats must be clearly named

4. What clothing must they be provided with if they are prone to sunburns?

Children need light-weight cotton clothing suitable for the sun, with long sleeves and long legs if prone to sunburn

Attachment 1

MOBILE PHONE POLICY

Monkey Puzzle Day Nursery is committed to safeguarding the children and families that use our nursery and we are aware of the risk that mobile phone and other devices with camera functionality pose to the children in our care. It is also recognised that mobile phones can cause an unnecessary distraction during the working day and can be intrusive when used in the company of others. We balance this risk with the benefits that mobile devices and photographs of children can offer and through observing this policy, all staff and visitors to our setting are contributing to a safe and effective environment.

Where this policy refers to mobile phones, this is also intended to cover any device which may be used to take images, including but not restricted to tablets, smart watches, cameras and recording equipment.

A breach in this policy may lead to disciplinary action; depending on the nature of the breach it may be considered as gross misconduct and result in summary dismissal.

The aim of the Mobile Phone Policy is to promote safe and appropriate practice through establishing clear and robust acceptable use guidelines. This is achieved through balancing protection against potential misuse with recognition that mobile phones are effective communication tools – which in turn can contribute to safeguarding practice and protection.

- All staff and visitors are aware of, and adhere to, their responsibilities under this policy
- Children are safeguarded against potential misuse of digital images
- Staff and Line Managers are aware of the consequences of breaching this policy

Safe and authorised use of digital images can contribute effectively to the experience of families and potential families from Monkey Puzzle Day Nursery.

Staff (including agency workers)

It is appreciated that it can be very difficult to detect when such devices are present or being used, particularly in relation to enhanced functions, such as cameras. The use of all mobile phones is therefore limited, regardless of their capabilities. The aim is to avoid distraction and disruption of the working day, and to minimise the opportunities for any individual to make and covert images or misuse functions in any other way.

Designated 'mobile free' areas are situated within the setting and signs to this effect are displayed throughout. These areas include any playrooms or play areas used by children, regardless if children are present in these areas as the areas may contain photos of or personal information relating to children. A zero-tolerance policy is in place with regards to the use of personal or work related mobiles by any individual in these areas.

Staff are permitted to use their mobile phone in designated areas providing no children are present. Mobile phones are stored in the office on managers desk and this procedure has to be adhered by all members of staff. Where the nursery provides lockers and employees are allowed to store their devices in these they are responsible for the safe and proper storage of their mobile phone. Practitioners leave their belongings in safe storage at their own risk. It is therefore recommended that phones are password protected and insured. No liability for loss and damages is accepted.

Each setting has a specific risk assessment to assist staff with the safe and proper use and storage of mobile phones. The nursery understands that mobile phones play an important role in emergency situations and staff are encouraged to discuss any requirements to have enhanced access to their mobile phone on an individual basis with their Line Manager. Staff may also provide the nursery phone number for use in an emergency.

All staff are responsible for the safe and proper implementation of this policy and are expected to challenge any person who is seen using their mobile phone in such a way that breaches this policy. Failure to report a breach of this policy may lead to disciplinary action.

Visitors

Visitors to the Nursery includes but is not limited to parents, prospective parents, contractors, early years' partners such as football and music consultants, students, local authority staff and inspectors. Upon arriving at the Nursery, all visitors will be informed by a member of staff of the nursery Mobile Phone Policy and will be asked to observe the restrictions in place. Visitors will be asked to leave their mobile phones in the office and informed that they are not permitted to have their mobile phone on their person while in a restricted area.

Visitors are permitted to use their mobile phone in 'mobile friendly' areas only, providing that no children are present. If in doubt, visitors should seek permission from the Nursery Management Team. This is not only to safeguard children against the misuse of digital images, but to ensure that visitors are not distracted by using their device and potentially placing children at risk.

Some visitors to the nursery may be permitted to use mobile phones while in a 'mobile free' area, providing that they have sought authorisation from a member of the Nursery Management Team who will challenge any use of mobile phones in restricted areas and ensure that prior approval has been given.

The nursery reserves the right to view any images that have been taken while on the premises and request that images are deleted if they are deemed inappropriate or unnecessary.

Company Mobile Phones

All members of the Head Office are supplied with a Company mobile phone. These are regarded as 'authorised' mobile phones for the purposes of taking images for EYFS purposes/Company social media. Each Nursery will also have digital cameras for taking appropriate images – no other cameras are permitted to be used unless express authorisation from the Nursery Manager has been given.

The nursery recognises the positive role that social media can play and where we have authorisation from parents, appropriate and relevant images of children will be shared on social media.

The employee who has been supplied with the mobile phone accepts ultimate responsibility for the use of the mobile phone.

Images of children will be deleted from the device once they have been used for the intended purpose. The taking of images on any unauthorised device is strictly prohibited.

Outings

Each nursery has a mobile phone specifically for the use of outings with children. This mobile phone has no enhanced functionality or camera and is to be used solely for contacting the relevant person/emergency services in the event of an emergency whilst on an outing.

Mobile Phones while Driving

As part of our overall health and safety policy, Monkey Puzzle Day Nursery is committed to reducing the risks which our staff face and create when driving or riding for work. We ask all our staff to play their part, whether they use a company vehicle, their own or a hire vehicle.

It is illegal to use a hand-held mobile phone whilst driving. It is also an offence to “cause or permit” a driver to use a hand-held mobile phone while driving. Depending upon the individual circumstances, drivers could be charged with ‘failing to have proper control of their vehicle’. In more serious cases, the use of any type of mobile phone could result in prosecution for careless or dangerous driving.

If you do not have a hands-free kit installed in your car you must not use your mobile phone whilst driving; this includes using an earpiece. If you need to make or receive a telephone call, you should do so at a convenient break in your journey. The vehicle must be stopped in a safe and legal area with the engine turned off before you make/receive a call. Using a hand held mobile phone whilst stationary in traffic or at traffic lights will still constitute as an offence.

Improper or unsafe use of mobile phones while driving as part of your employment with Monkey Puzzle Day Nursery may lead to disciplinary action. Staff are reminded of their duty to represent the nursery in a positive manner and any improper mobile phone use whilst identifiable as a Monkey Puzzle Day Nursery employee may damage the nursery’s reputation.