



Dear Parents and Carers,



How is it February already? Where does the time go? I am sure that these are questions which you are asking yourself every day; I know I am.

As I am sure you are aware there are some new faces around the nursery school. We are noticing a change in staffing at present and I want to take this opportunity to inform you of the reasons for this. Some staff are moving on to pastures new, often due to a development in their career, or to move away from education as a career, as well as progression with the nursery school. We have successfully appointed new team members to replace staff how have moved on.

Alongside this change in staffing, we are seeing an ever increasing take up of the new 30 hours of childcare provided for 3 - 4 year olds and a number of children new to the school who are in receipt of 15 hours free education. Due to use wanting to keep our ratios of children to adults as high as we can (and well above legal limits) we have recruited additional staff to cover this.

Should there be any changes in the classroom, please speak to a member of staff. We will endeavour to inform you of any changes for your child, however it is not always possible to ensure that message has reached everyone. I have attached a copy of the staffing structure to this newsletter for your information.

Katey Thompson  
Headteacher

	<p><b>Donations</b></p> <p>Please can I remind you that we ask for a £1 donation for every child, every week to support enrichment activities, such as cooking, ballet, yoga, music and to help subsidise school trips (travel costs). Unfortunately if we do not continue to receive this money we will have to look at what we can offer the children. Please put your £1 donation in the money tins by the fruit bowls in your child's classroom.</p>	
<p><b>CCTV</b></p> <p>As I sure you will remember, the school was broken into in November 2018. We have been looking into our CCTV and security in light of this. A new CCTV system will be installed to the outer building (not on the playground) on Wednesday 7<sup>th</sup> February 2018. I would like to assure you this will only be for used for security reasons. The site agent and headteacher will have access to the recordings, which will stored on the school server. No recordings will be taken off site.</p>		

### Attendance

In line with our key priority of attendance, a new policy has been created by staff and agreed by governors. I have attached the policy to this newsletter. It will come into effect from 19<sup>th</sup> February 2018. Should you have any questions, please speak to a member of staff.

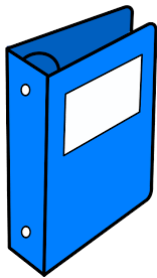
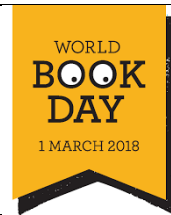


### Bedtime Stories - Date for your diary

We are holding our annual bedtime stories event on Tuesday 27<sup>th</sup> February from 5-6pm. This is a time when you and your family can come back to school (children in their PJ's) to hear a bedtime story and have a cup of hot chocolate. This is an opportunity for you to see how we tell stories in school.

### World Book Day - Thursday 1<sup>st</sup> March

On this day children and staff will be invited to dress up as their favourite book character. The class teams will have books and stories available for you to spend the beginning 10-15 minutes of the nursery session reading with your child.



### Children's Learning Journeys

We have been evaluating the way we share your child's progress with you. We have moved away from the electronic system, as we feel it is not to a high quality as we would like. In order to be more thorough with your child's learning, we have made personal journals for each child. Please ask your child's teacher or keyworker if you would like to see these as they are a joint working document that we would love to share with you.

### Half Term

Just a reminder that our last day in school is Friday 9<sup>th</sup> February for a week's holiday. We hope you have a restful week and look forward to the children returning on Monday 19<sup>th</sup> February. Please keep a look out for a fun activity and competition to keep you busy over the half term holiday and into the second spring term.



### Tara Stock

It is with great sadness that I end this newsletter with the information that Tara Stock, our Office Manager will be leaving us on Thursday 8<sup>th</sup> February. She has worked at the school for the past 11 years and has worked for Luton Borough Council for over 30 years. I am sure you will join me in congratulating her on her new job. Tara has been an extremely supportive colleague, who has guided the school on the right path with 4 headteachers. I feel very privileged to have worked closely with Tara and I know the school will miss her greatly.

### Term Dates For 2017-2018

Spring Term 1	<b>Thursday 04/01/2018 – Friday 09/02/2018</b>	
	19/02/2018	Children return to nursery
Spring Term 2	<b>Monday 19/02/2018 - Thursday 29/03/2018</b>	
	29/03/2018	Last day in school
	16/04/2018	Training Day - Nursery Closed
	17/04/2018	Children return to school

## Staffing Structure February 2018

Headteacher: Katey Thompson

Deputy Headteacher: Antonia Robinson (Maternity Leave)

Acting Deputy Headteacher: Daisy Wainwright

PA to Head/ HR Manager: Currently out to advert

Bursar: Sonali Chauhan (Maternity Leave)

Clerical Assistant: Hayley Williams

### Red Room

Student Teacher: Miss Kendall

L7 Early Years Educator: Mrs Day

L3 Keyworker: Miss Maya

L3 Keyworker: Mrs Carney

L4 SEND TA: Mrs Cairney

### Lunchtime

L3 Mrs Cannella

L3 Mrs Islam

L2 Mrs Batool

### Blue Room

Class Teacher: Miss Wainwright

L7 Early Years Educator: Mrs Stone

L3 Keyworker: Mrs Begum

L3 Keyworker: Miss Ilyes

### Lunchtime

L3 Mrs Ogunleye

L2 Mrs Bannan

L2 Mrs McKenna

### Green Room

HLTA: Miss Hewitt

HLTA: Miss Rahman

L4 SEND TA: Mrs Musonda

L2 Keyworker: Mrs Clark

### Lunchtime

L3 Mrs Malik

L2 Mrs Clark

### Little Harts

L7 Early Years Educator: Mrs Baker

L3 Keyworker: Mrs Biskupska

L3 Keyworker AM: Mrs Cannella

L3 Keyworker AM: Mrs Ogunleye

L3 Keyworker PM: Mrs Read

L4 SEND TA: Mrs Wilson

### Lunchtime

L3 Mrs Read

L2 Miss Hughes

### Rockinghorse Club

PM L3 Keyworker: Mrs Malik

Tea Club L3 Keyworker: Mrs Carney

Tea Club L2 Keyworker: Mrs McGee

### Family Room

Family Workers: Shona Ustun and Toni Toombs

L3 Keyworker: Mrs Islam (AM)

L2 Keyworker: Mrs Bannan (PM)