



Newsletter

Spring Term 1 (January 2018)

www.sproston-nursery-playgroup.org.uk



Dear Parents and Carers,

Welcome back and may we wish you all a very happy and healthy New Year! We hope that you all had an enjoyable Christmas and that Father Christmas brought you all some lovely things.

A big thank you to all of you for supporting our Christmas Parties and Concert last term. They were all captivated by the magic show in the morning (a few budding stars among us, I think!!) and enjoyed the visits from Father Christmas in the afternoon. It was also lovely to see so many of you at the concerts too, without you all we wouldn't have an audience, so thank you for coming along, we hope you enjoyed it.

We would like to welcome some new and some returning families to Playgroup this term. We hope you and your child(ren) will have an enjoyable time with us. If there is anything you are unsure of, please ask a member of the team, we like to think we are all a friendly and approachable lot!!

Bad Weather Closure

Playgroup will be closed if either of the local Infant Schools are closed due to **bad weather**. Listen to BBC Radio Norfolk for this information, or check the Norfolk County Council Website: <http://www.schoolclosures.norfolk.gov.uk/>

Our name will **not** be listed amongst the school closures, so listen for either :

'Sproston Infant School'

or

'Cecil Gowing Infant School'.

If either of these is mentioned or listed then Playgroup will be **closed**.

Important things we need to know about your child:

Please remember to tell us immediately about any of the relating to your child:

- Permission for who can collect your child
- Emergency contact persons & their up-to-date details
- Allergies/Health conditions (or suspected, undergoing medical investigation)
- Medication
- Change of address, home, work and mobile telephone numbers



following changes



Don't forget that if you lose or throw away your newsletter, there is always a copy for you to view on our website at: www.sproston-nursery-playgroup.org.uk.

What we will be looking at with the children this Half Term:



Weeks 1 & 2 (4th-12th Jan) - Welcome to 2018- Over these two weeks the children will be making a cut and stick picture of things they received for Christmas; Garden Centre Role play, - *If you have any, please bring in old Xmas catalogues for cut and stick.* During these weeks we will be making birdy cakes

Weeks 3 & 4 (15th-26th Jan) -This fortnight we will be making weather wheels and Chinese lanterns, our role play area will be Chinese New Year. We will be using spaghetti in the paint room

Weeks 5 & 6 (29th Jan- 9th Feb) This fortnight we will be making valentines hearts, Snowball cakes and we will have a nature and science table.

*Please note that activities may change if they do not interest the children or resources run out, these are a guide only and we continually evaluate and develop our planning around the current needs and interests of the children *

Playgroup Clothing - We try our best to change your children into their own clothing whenever we can, when they need it. At times it is not possible to do this and we need to change your child into clothes which are owned by Playgroup. If your child comes home in clothes which you have not provided for them, **please wash and return the items to playgroup as soon as possible.** We only have a small amount of clothing and underwear as we only have a small area to store them in, therefore we would be grateful for the prompt return of cleaned items borrowed. Many Thanks.

Nativity Collections - Thank you to all of you who were able to come and see the children's Christmas performance. We hope that you enjoyed it! Thank you for all of your donations made at the two nativity performances. Your generosity has raised a total of **£133.94** across the two days. This donation will go to Nelsons Journey. Thank You!



Lunchboxes - It would help us greatly if you could clearly name your child's' lunchbox and any separate drinks containers/cartons **clearly** on the **OUTSIDE**. Also a reminder that in accordance with our Policies, foods containing nuts, including peanut butter and hazelnut chocolate spread, are not permitted. Many Thanks.



Playgroup Security and Safety

Please note that during children's arrival for the morning sessions there will 2 members of staff at the **Main Playgroup Entrance**. Staff are placed at the entrance to ensure the security of the building and to keep the children safe during the arrival time and to ensure that no child leaves unaccompanied. The priority of the staff at the **Main Playgroup Entrance** during this time will always be to keep the children safe. With this in mind, we respectfully ask that you direct any verbal communications and information about your child (for example, who is collecting your child) to a staff member or key person in the hall, busy room or garden.



Diary for 1st half Spring Term 2018



January 2018

Thursday 4 TH	Playgroup re-opens for Spring Term (1)	9:00am
Wednesday 17 th	Committee Meeting - All Welcome - At Playgroup in the Catton Room (Busy Room)	8:00pm

February 2018

Friday 9 th	Playgroup closes for Half Term	3:00pm
Monday 19 th	Playgroup re-opens for Spring Term (2)	9.00am



Policy and Procedure Spotlight



Each time we publish a newsletter we try to include one of our group Policies. This time we have included our **Positive Touch Policy**.



If you have any comments or questions regarding this please speak to the Supervisor or one of the Assistant Supervisor's

Positive Touch Policy

This policy must be read in conjunction with our Promoting Positive Behaviour Policy.

All staff working at Sprowston Nursery Playgroup aim to help children take responsibility for their own behaviour. This is done through a combination of approaches which include:

Positive role modelling

Planning a range of interesting and challenging activities

Setting and enforcing appropriate boundaries and expectations (please see our Classroom and Outdoor Rules)

Providing positive feedback (through verbal praise, using rewards such as stickers or letting children choose activities/stories/songs)

Procedures

There are three main types of physical handling which are:

Positive handling: The positive use of touch is a normal part of human interaction. Touch might be appropriate in a range of situations:

Giving guidance, such as how to hold a paintbrush or when climbing

Providing emotional support such as placing an arm around a distressed child

Physical care, such as first aid or toileting

Staff must exercise appropriate care when using touch. Please also refer to our Child Protection Policy.

Hand holding: We recognise that children sometimes enjoy being able to hold hands with adults around them. This is perfectly acceptable when the hand holding is compliant. Handholding being used by an adult as a method of control to move children is an inappropriate method of restraint.

Sitting on laps: This is appropriate if child initiated or during structured times when adults have given children a choice to either sit independently or with an adult, for support.

Physical Intervention: This can include mechanical and environmental means such as stair gates or locked doors. These are appropriate ways of ensuring a child's safety, and the following are used at Sprowston Nursery Playgroup:

Locked doors	At all entrances and exits from playgroup
Stairgate	In the lobby entrance on stairs to stage area
Fences/gates	In the garden all gates are locked

Restrictive Physical Intervention: This is when a member of staff uses physical force intentionally to restrict a child's movement against his or her will. This will be through the use of the adult's body.

Restrictive physical intervention will only be used in the following circumstances:

When a child is injuring themselves or others

When a child is deliberately damaging property

Where there is a suspicion that, although injury or damage has not yet happened, it is about to happen.

Staff have a duty of care to all the children in the setting and therefore have a duty to intervene in the above instances. However, restrictive physical intervention must only be used in extreme circumstances. It will never be used as a matter of course and will only be used in the context of a well-established and well implemented positive behaviour framework.

Our Behavioural Management Practitioner and Special Educational Needs Co-ordinator Rachel Barrett have overall responsibility for Behaviour Management matters.

All staff have a duty of care to protect all children at all times and they may use restrictive physical intervention if a child is attempting to leave the setting and is deemed to be at risk.

It will only be used when staff believe it is in the child's own best interests - their needs are paramount.

Staff should ensure that other protective measures are in place, such as using mechanical physical intervention to secure the area and ensuring adequate staffing ratios.

This duty of care extends to outside the setting - such as on outings.

Staff will use verbal commands (such as 'Stop!') either in conjunction with restrictive physical intervention measures or in its place, whichever is appropriate in the circumstances.

There may be times when restrictive physical intervention is justified but the situation might be made worse if it was used. In that instance, staff would not use it consistent with their duty of care.

The aim of restrictive physical intervention is to restore safety - both for the child and for those around them.

It will NEVER be used out of anger, as a punishment or as an alternative to measures which are less intrusive and which would be effective (i.e. mechanical physical intervention).

It will only be used within the principle of reasonable minimal force - using an amount of force in proportion to the circumstances.

Staff will use as little restrictive force as necessary in order to maintain safety and for as short a period as possible.

Only staff member's that have been trained may use restrictive physical intervention.

Where it is judged that restrictive physical intervention is necessary, staff should:

Aim for side by side contact with the child with no gap between the adult and child. Adults are to avoid positioning themselves in front or behind child. Adult should aim to keep their back as straight as possible and should be aware of child's head positioning, to avoid head butts from the child. Hold children, with adult hands in open mitten position, by the upper arms (avoiding grasping joints where pain and damage is more likely). Ensure that there is no restriction to the child's ability to breathe, this means holding the child around the chest cavity or stomach. Avoid lifting children.

Following more than one incident in a session or persistent behaviour requiring the need for restrictive physical intervention the Behaviour Management practitioner and/or the groups SENCO Rachel Barrett will liaise with parents, assess the circumstances and take any necessary action - please see our Promoting Positive Behaviour Policy.

Recording and reporting

In line with the DfES & DOH Guidance for restrictive physical intervention (July 2002) where the use of restrictive physical intervention is necessary, whether planned or unplanned it will be recorded within 24 hours, by the persons involved in the incident. The record should be within the groups restrictive intervention folder and kept in alphabetical order. Should injury to child or adult occur, this will also be recorded in our accident book.

Supporting and Reviewing

Restrictive Physical Intervention can be distressing for all involved, whether the person doing the holding, the child being held or someone observing or hearing about what has happened. Support will be given to the child to help them understand why they were held. A record will be kept if the child describes how they felt about this where possible. Staff may also need support from the Management Team in understanding the reasons for the holding. Staff may also need to support other children who have observed the holding. The key aim of this is to repair any potential strain to the relationship between the child and the adult who restrained them.

Complaints

Where anyone (child, parent, carer, staff member or visitor) has a concern over how the matter was dealt with they should follow the setting's usual complaints procedure.