

# Holmewood, Maytree and Triangle Nursery Schools' Federation

## Executive Headteacher: Rachel Hedley

Maytree, The Weir Link and Tree House Children's Centres  
Children's Centre Strategic Partnership Manager: Bettina Wilhelm-Exley



### Holmewood

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## Autumn Newsletter 2

With everyone nearly settled, we thought it would be a good time to give you some updates and reminders.

### **ROAD & GATE SAFETY**

Gate safety is high priority, and even more so whilst we are settling in new children. Keep our children safe and **always close the small gate**

- Do not allow your child to operate the gate
- Do not crowd the gate area
- Hold your child's hand when leaving in order to avoid any confusion or concerns of an unaccompanied child running out.

The large automated gates open at: 9.15-9.30am; 11.40-11.45am; 12.45-1.00pm and 3.00-3.15pm. Please press the buzzer to gain access at other times.

To avoid accidents children are NOT permitted to ride their bicycles or scooters on the school grounds at any time. Ensure everyone's safety by steering your child's wheeled vehicles through the school – they must be off school premises completely before riding. **Parking is not permitted** on the school grounds or on the yellow zig-zag outside the school during peak times. To support safety and good-neighbour relations please do not park across the drives of neighbouring houses.

Sweets are not allowed in school - If your child is celebrating a birthday and you would like to bring some goodies to share, speak to your child's key-person first. Due to food allergies we must monitor **all** foods brought into the school. Products containing nuts or any derivatives are not allowed and original packaging of any food should be in place to confirm ingredients.

### **CLASSROOM PIGEON-HOLES**

Communications such as letters, notices, information, newsletters, holiday dates etc are handed out to parent/carers. Information is also uploaded on our website [www.holmewoodnurseryschool.org.uk](http://www.holmewoodnurseryschool.org.uk) when possible and displayed on the notice board. Communication is also made using emails for letters, notices and newsletters and texts for messages. It's important you ensure we have up-to-date communication addresses (email address and mobile numbers).

### **HELP & SUPPORT**

Any help or support you can offer in the school is welcome whether assisting with activities; outings, fundraising events or any other ways you feel would enrich the children's learning. After October half term we'll start preparing for our Christmas raffle and we're looking for volunteers to organise this event and contact businesses for gift-donations etc. We always need lots of support with this major fund-raising event so please let us know if you'd like to organise it and we'll help get you started with a coffee morning to recruit more volunteers and ideas!

We have a large allotment garden at the back of the school where we grow fruit and vegetables, you are welcome to get involved and share your gardening skills (or develop them). Help is needed mainly in the growing months, but also autumn and winter to maintain the site. If you'd like to get involved on a regular basis or just once in a while, whether you have experience or not, we'd be glad for any help you can offer. It's also an ideal way of getting to meet other parents/carers and staff and getting involved in the school. If you are interested, leave your name with the office.

### **STARTING PRIMARY SCHOOL IN LAMBETH**

A Primary Transition Meeting has been scheduled for children born between 1/9/2013-31/8/2014 for Wednesday 1<sup>st</sup> November at 2:15pm; a representative from Lambeth Admissions will be attending this meeting to give advice on applying for your child's reception place in September 2018. This meeting has proved very useful in the past, and we urge all parents to attend. You can also visit Lambeth's website now, ([www.lambeth.gov.uk](http://www.lambeth.gov.uk)) and search for school admissions (2017/18) to apply online. The application process is open from 1 September 2017 until the deadline date on Monday 15 January 2018.

### **CAMERAS & MOBILE PHONES**

We operate a no cameras/mobile phones policy. We ask that you **do not use your mobile phones or cameras anywhere on the school/children's centre premises**. If you need to make an urgent call, we ask that you kindly make the call outside of the school's main security gates.

### **SAFEGUARDING CHILDREN**

Our safeguarding procedures are thorough. **All staff** have DBS enhanced clearance listed and recorded; volunteers including parents are never left unsupervised with children; frequent volunteers are vetted via DBS checks, but are never left unsupervised with children; visitors are required to sign in and wear visitor badges.

Safeguarding children is the responsibility of everyone - If you are worried about a child's welfare, or think they may be at risk of suffering significant harm, or being abused you must act by notifying a member of staff immediately. **Rachel Hedley** - is the person with responsibility for ensuring that children are protected from harm, the deputy designated lead is **Tania Fricker**. If we have concerns about a child we will talk to you. It is our legal duty to share information with Lambeth Social Care if we feel a child is at risk and a family needs more support - occasionally we may have to act without discussing our concerns with parents/carers.

Full information of procedure and telephone numbers are displayed on the 'green' notices in the parents area and the school notice board.

### **CHILDREN'S CENTRE**

Tree House Children's Centre, including our Windmill site in Blenheim Gardens, works in collaboration with Maytree Children's Centre. Our children's centre services offer many activities for parents, carers and childminders. Pick up a copy of this term's information leaflet from the office or Children's Centres; you're always welcome to pop-in and meet the staff and find out more about activities for you and your toddlers. Details are also available on our website [www.holmewoodnurseryschool.org.uk](http://www.holmewoodnurseryschool.org.uk)

### **REGISTERING FOR A PLACE AT HOLMEWOOD**

If you have any friends, neighbours or family looking for a nursery place for their child, tell them to pop into the office, telephone or visit our website to complete a registration form.

### **SCHOOL POLICIES**

School policies are summarised in the school brochure and essential policies are available to read on our website or copies are available to read in the school policy file, please ask in the office if you wish to see a particular policy or have any queries.

### **PCs FOR PARENT/CARER USE**

There are PCs available for parent/carer use, in the school hall to assist with study/employment and non-commercial/recreational use. We offer access to Microsoft Office software (Word, Excel, Publisher etc) and the internet. Unfortunately we do not have staff available to provide training or support and therefore you should have PC skills to enable you to use the equipment safely and independently. The school filtering system forbids use of social networks or chat rooms.

### **DIARY DATES**

- **October is Black History month**
- **Friday 20<sup>th</sup> October 2017 – Children finish at usual time for Half-term holidays**
- **Monday 30<sup>th</sup> October – Parent conferencing**
- **Tuesday 31<sup>st</sup> October – Children return to school at their usual time**
- **Wednesday 1<sup>st</sup> November 2017 – Primary Transition Meeting**