January 2025

Welcome

We hope you all had a lovely Christmas and a Happy New Year to you!

Welcome back to all our existing children and welcome to our new starters.

My name is Michelle and I am the manager at Bevan Lodge.

Nikki our current deputy manager will sadly be leaving us at the end of January! I wish her all the best in her future endeavours and I am sure you will all agree she will be missed by everyone at Bevan.

I have a great team of practitioners who ensure the children are happy, engaged and cared for. Let me take this opportunity to reintroduce the team:

Kathryn who is also our registrar and many of you will have been in contact with, Emily also undertakes the role of SENCO and is a practitioner alongside Gina, Anna, Lisa, Becky, and Karen. Sarah is our Bank Staff lady who has been with us for a while and is a valuable asset to us so you may see her from time to time.

Weather

As the weather is getting cold, please could you remember coats, hats scarves and gloves as we still play outside. Please make sure all your child’s items of clothing are labelled.

If your child is feeling poorly them, please keep them at home they do not benefit from being in pre school.

Snack

Please provide a healthy snack such as a piece of fruit in a small named box for your child (a box they can open themselves independently). If they attend Bevan all day, they will need 2 snack boxes, one for the morning session and one for the afternoon session. We will provide a plain biscuit and milk for them to drink. If your child likes to eat grapes, please can you ensure you cut them in QUARTERS to prevent choking.

Water Bottles

Please can you ensure your child’s water bottle is clearly named, so the children know which is their own bottle. The children have access to their bottles throughout the session and sometimes get confused as to which is theirs. In supporting the children’s transition to school please ensure they have only have drinking water in their bottle and NO JUICE.

Lunch Boxes

We have a healthy eating policy at Bevan whereby we encourage children to have fruit and sandwiches, steering away from sweets and chocolate snacks in their lunch box. This is something the infant schools are also encouraging, helping to promote a healthy lifestyle.

Please could you ensure that all your children`s items are labelled this includes water bottles, snack boxes, lunchboxes, coats etc.

**WE HAVE A STRICT NO NUTS AND NO EGGS POLICY AS WE HAVE CHILDREN WITH SERVERE ALLERGIES (this includes peanut butter and Nutella)**

Voluntary Donations

As a non-profit making charity pre-school, we welcome any donations to support the daily running of the pre-school.

Donations of liquid hand soap, small pedal bin liners, non-biological washing liquid for our washing machine and antibacterial spray would be greatly welcomed.

Important Reminders about our Procedures

Infectious diseases/ sickness – children must not attend the pre school within 48hours of a bout of sickness and diarrhoea. This policy is for the protection of all the children, staff, and parents/ carers at pre-school.

Collection Procedures

Children will only be released to adults that have been named on your registration form as authorised to collect. It is helpful if you can introduce us to childminders, grandparents etc, who are collecting your child, although we may still ask for the password if the staff member at the door soes not know them. When you need to ask someone as a one off, please ensure you leave this person’s details with us at the start of the session so that we can contact them if necessary. If you need to make a permanent change to your collection arrangements you must let us have these details in writing to add to your child’s registration details.

Keeping in touch

We try to use email to keep in touch with parents. If you are not already receiving newsletters via email and would like to please email [manager.bevanlodge@gmail.com](mailto:manager.bevanlodge@gmail.com)

We currently give out paper copies of any correspondence from the pre-school and newsletters from the manager and from the management committee are also on our website.

Facebook

We have our own closed Facebook page only for parents of children who attend Bevan Lodge Pre School: Bevanlodge Noticeboard

Please check our Facebook page as we have regular updates on there. Remember to check your settings to make sure you are getting notifications.

Website

Keep up to date with events and photographs of the children having fun and learning at Bevan, as well as all our latest news and information on forthcoming events on our website

[www.bevanlodge.co.uk](http://www.bevanlodge.co.uk)

Half Term is Monday 17th February 2025 – Friday 21st February 2025