



# TOTS AND SCHOLARS NURSERY AND PRE-SCHOOL



NEWSLETTER  
AUGUST 2022

Dear TAS parents and carers,

After a very busy month with lots of exciting activities, we welcome August. This month will be filled with carefully planned activities based on the children's interest, and next steps, but we will also be celebrating some important events and hopefully enjoy lots of time outdoors. Please read the full newsletter for more details.



## EVENTS FOR THE MONTH

### Beach Experience Day

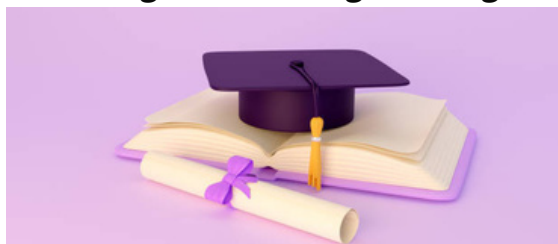
Following our tradition from previous years, here at Tots and Scholars, we will be having a 'Beach Experience' with an outdoor swimming pool and sand (weather dependent) on Tuesday the 23rd of August. Please provide a swimming costume/swimming nappy and towel for your child, in a labelled bag and ensure the sun cream is applied before they attend the setting.



### Graduation

We are looking forward to celebrating our achievements and have a memorable day for those Butterflies, spreading their wings to the next adventure.

On Tuesday 16th August from 3:45pm (Elstree) and Friday 19th August from 6pm (Shenley) we are inviting you to join us, in celebrating our Children graduating from TAS.



### Switch off engine while in car park

Dear parents, in the effort of trying to protect our children from the CO2 emissions, we are asking all parents to switch off their engines while in the car park. Thank you for your support in keeping the children healthy and contribute to the safety of the environment.

### Dates for your calendar

- **16th August** - Graduation Day - Elstree
- **19th August** - Graduation Day - Shenley
- **23rd August** - Beach Experience Day
- **29th August** - Bank Holiday - Nursery closed

### Safeguarding at TAS

One of the ways in which we make sure your child is safe is by implementing our responsibility to take all necessary steps to ensure the safety and welfare of all the children in our care in line with the procedures laid out by our local Safeguarding Partnership ("LSP").

**TAS Designated Safeguarding Lead is Vanda and secondary is Demi.**

During the day you can reach them on the nursery landline and out of hours in case of an emergency you can reach Vanda on 07983154372 and Demi on 07501218646.

**In an emergency, contact the Police Child Abuse Investigation Team or dial 999.**

**Police Child Abuse Investigation Team 020 8733 5070.**

### Reminders for parents

- **Please ensure you are sending sufficient nappies and wipes for your child.**
- Can we kindly remind you that if a child gets sick during nursery hours please make arrangements to collect them as soon as possible.
- Please make sure your child has **spare labelled clothes** at all times.
- **Labelling** - All children's spare clothing and school uniform **MUST** be labelled, to avoid confusion in the cloakroom.
- **Please like and follow our new Facebook Page!** You can find us by searching **@totsandscholarsnursery**.
- **Show and Tell Days are returning!** Every **Wednesday** your child can bring a toy from home. Please ensure toys are labelled as children will be encouraged to take turns and share them.

# MOBILE PHONE POLCY & PROCEDURE

## TAS policies and procedures

1. The Nursery allows staff to bring in personal mobile telephones and devices for their own use during their break. Under no circumstances does the nursery allow a member of staff to contact a current pupil or parent/carer using their personal device.
2. Users bringing personal devices into nursery must ensure there is no inappropriate or illegal content on the device.
3. All staff must ensure that their mobile telephones/devices are left inside their bag or placed in the mobile phone box throughout contact time with children. Staff bags should be placed in the office away from children unless requested by the Manager/s to move them to another appropriate location
4. Mobile phone calls may only be taken at staff breaks or in staff members' own time.
5. If staff have a personal emergency they are free to use the setting's phone or make a personal call from their mobile in the designated staff area of the setting.
6. If any staff member has a family emergency or similar and required to keep their mobile phone to hand, prior permission must be sought from the Manager or Leader and the mobile phone should be placed in a container to be kept on a shelf within the base room, away from children's reach. Staff are not permitted the use of their phone outside of the stipulated emergency call. The call should be answered outside of the base room.
7. Staff (will need to) ensure that the Manager has up to date contact information and that staff make their families, children's schools etc. aware of emergency work telephone numbers. This is the responsibility of the individual staff member.
8. All parent helpers/students will be requested to place their bag containing their phone in the office and asked to take or receive any calls in the reception area.
9. During group outings nominated staff will have access to a nominated mobile phone agreed by the setting, which is to be used for emergency purposes only.
10. It is the responsibility of all members of staff to be vigilant and report any concerns regarding the use of mobile phones to the Nursery Manager or Leader. Concerns will be taken seriously, logged and investigated appropriately (see allegations against a member of staff policy).
11. The Manager or Leader in her absence reserves the right to check the image contents of a member of staffs mobile phone should there be any cause for concern over the appropriate use of it.
12. Should inappropriate material be found then our Local Authority Designated Officer (LADO) will be contacted immediately. We will follow the guidance of the LADO as to the appropriate measures for the staff member's dismissal.

**\*\*\*Full policy and procedure can be found in TAS Policies and Procedures.**

PROCEDURES

POLICIES

## ACTIVITIES FOR HOME

### Fire Safety at Home

**We regularly practice fire drills at the Nursery. We are wondering if you have ever thought of a fire drill in your house?**

**Here is a song that can help you learn all about keeping safe:**

**[https://www.youtube.com/watch?v=w\\_Z6XFLEHkA](https://www.youtube.com/watch?v=w_Z6XFLEHkA)**



### E-Safety

**Please find below a useful link on how to keep your children safe, while online:**

**[https://www.childnet.com/blog/five-tips-for-talking-about-online-safety-with-young-children?utm\\_medium=email&utm\\_campaign=childne](https://www.childnet.com/blog/five-tips-for-talking-about-online-safety-with-young-children?utm_medium=email&utm_campaign=childne)**



*Thank you and have a wonderful month ahead!*