

NEWSLETTER NO 99 AUTUMN TERM 2017

A very warm welcome both to those families who are returning to Puzzle after the long summer break and to our 9 new families who are joining us at Puzzle this half term. We are very much looking forward to working with you all and to a happy and successful autumn term.

CURRICULUM FOCUS FOR THIS HALF-TERM

Our topic for this half-term is OURSELVES. The core vocabulary that we will focus on in our group activities will be:

**Arms, Hands, Legs, Feet, Face, Nose, Eyes, Mouth, Ears, Hair, Teeth,
Waving, Clapping, Throwing, Patting, Jumping, Kicking, Stomping, Running,
Brushing, Washing, Cleaning, Colours, Coat, Shoes, Bag, Boots, Hat,
Mummy, Daddy, Brother, Sister, Baby, Happy, Sad,**

As part of our topic, please could you **send in labelled photographs of your child's family** (mum, dad, siblings, grandparents etc). You may wish to put these in a little photo album.

Please see attached sheet for more detail about curriculum areas and activities planned for this half-term. Also, our noticeboard outside the main classroom has our detailed fortnightly plans for you to look at. We hope that all parents will re-enforce the language and experiences that their child receives during their sessions with us – please speak to any of our staff team about ways to do this with your child.

LABELLING CLOTHING

Please remember to **label** every item of your child's clothing – especially items that are regularly removed, e.g. **coats, shoes**. It would also be helpful to have a big hook sewn into the back of their coat to help the children be more independent when attempting to hang their own coat up.

Please can all parents also ensure they provide a small labelled change of clothes bag – to hang on your child's peg. This should include; a change of clothes (labelled) and spare nappies and wipes (if needed). It would be much appreciated if this bag was brought in and taken home on a daily basis as we do change names on the pegs at the end of the day.

SNACKS AT PUZZLE

As part of the EYFS curriculum we wish to provide children with a range of different foods to try. Puzzle will provide all snacks for children taking into consideration their dietary requirements and preferences and so **we ask parents not to bring in additional snacks** unless necessary and agreed by staff. If your child requires a special diet for a medical reason please see Kathryn Bowers, Head of Centre. Please keep us updated about any food or drink preferences or allergies/special diets – it is best to write any changes in your child's home school diary. (Pack lunches are required for those children staying for lunch on Monday, Tuesday and Wednesday afternoons).

ARRIVALS AND DEPARTURES FROM PUZZLE CENTRE

To avoid the entrance hall becoming too busy, we ask parents to help to stagger the arrival of the children by waiting by the gate or in your car so that each child can be greeted and taken into the Nursery one at a time. When collecting your child, a member of staff will come to open the gate and let you in. If you are staying in



the parent's area, please come to the snack area at the end of the session and a member of staff will invite you in to collect your child. *Please remember to sign in the visitors log if you are staying in our parent's area during the session. Please inform us in writing if someone other than a known parent or carer will be collecting your child.*

ILLNESSES AND ABSENCES

If your child is **absent due to illness** please inform us as soon as possible by telephone or email (kathrynbowers@puzzlecentre.org.uk). In order to reduce the risk of spreading viruses, children should not return to nursery until 48 hours have passed since any tummy upset or vomiting has occurred. Generally speaking it is not advisable to send your child to nursery if they have a temperature or are feeling unwell and need calpol or similar medication. If your child requires prescribed medication, please speak to the teacher in charge during that session (Kathryn or Ella).

Please also notify us **in writing** (i.e. an email) as early as possible of any **arranged absences** e.g. medical appointments, holidays etc.

EMERGENCY NUMBERS

Please make sure that we have up to date contact details for you and also the name and contact details for someone who can be contacted in the event that we cannot contact you in an emergency. Please give this information to Mandy or Hayley in the office. Many thanks.

TERM DATES

The nursery closes at the end of the day on **Friday 20th October 2017** for the half term break and reopens **Wednesday 1st November**. The nursery closes at the end of term on **Thursday 14th December 2017**, reopening on **Friday 5th January 2017**. Please refer to our website for all our dates for this academic year. <http://www.puzzlecentre.org.uk/our-nursery/calendar/>

NEW PARENT BRIEFINGS

If you are **new** to Puzzle, we would like you to attend a short briefing session at a time when your child is in the nursery. These briefing sessions are:

- Monday 6th November 10.00-10.30am
- Wednesday 8th November 10.00-10.30am
- Thursday 9th November 10.00-10.30 am

Please email Hayley on hayleysheppard@puzzlecentre.org.uk to book your place on one of these sessions. If you cannot attend any of these- please let Hayley know.

GRASPS BUCKS SUPPORT GROUP

GRASPS Bucks is a support group particularly for families in Bucks affected by autism. Founded in 2013 with the aim of offering support and sharing SEND information relevant to both families and adults with autism in Buckinghamshire.

GRASPS host:

- A private facebook forum
- Regular support coffee mornings at St Mary's Church Refectory, Aylesbury old town.
- Evening support events in Aylesbury and Penn, South Bucks
- Dads' Curry nights
- Ladies' nights



• Guest speaker evenings & information events

Please e mail or phone to find out how you can join, be supported and support others:

contactgrasp@gmail.com

FUNDRAISING

- **Summer Raffle**

This year Puzzle Centre has a Summer Raffle with some amazing prizes, including the weekend loan of a Mazda MX-5 sports car, tutored wine tasting for up to 8 people, family tickets to local attractions and many more! Those families who sold tickets, please return any completed tickets stubs, money and any unsold tickets to the nursery staff, by Friday 15th September at the latest. We have 5,000 tickets to sell and we hope to sell them **all** to raise £5,000 for Puzzle Centre, **so please do return your unsold tickets so that we can sell them elsewhere.**

If you'd like more tickets to buy or sell, please do let us know.

The raffle will be drawn on 22nd September at the nursery and, weather permitting, we might have a small tea party to celebrate the occasion. We'll send you details nearer the time if you'd like to attend.

- **Sunday 22nd October 2017 – The Swanbourne Endeavour.** If you are interested in running in this event, please go to their website www.theswanbourneendeavour.co.uk where you will be able to register. This is an event for all fitness levels, from the 5km Kids Endeavour to the slightly longer 5km Adult Endeavour (min age 15 years) and the tougher 10km Adult Endeavour, there is something to challenge the young and the old. The event is supporting four charities, of which Puzzle is one of them. You could also raise money through individual sponsorship too. Previously we have had several teams enter, so why not consider a joint venture with friends to support us and run as a team- you are guaranteed a lot of fun!

FUNDING PUZZLE CENTRE: We receive very little statutory funding to provide our pioneering service for children and families. As a charity we need to raise funds to cover the cost of every two and a half hour session a child attends, whether they have a statement of special educational needs/ EHC plan or not. Each session costs around £154 for each child attending. We need to fundraise to finance almost all of this cost - around £145 - for a child without a statement/ EHC plan for each session they attend. When a child does have a statement/ EHC plan, with Puzzle named in part 4, still only around £74 of each session the child attends is funded from the Local Authority. Some children now receive a High Needs grant which also helps contribute to the cost of the sessions. When parents contribute fees, this, again, also only part-funds the cost of the session in the same way the Local Authority funds sessions.

This term you will be receiving a 'Statement of Funding'. Please note that this is NOT an invoice, but is for you to understand where the funding for your child's place comes from. Please see Alex of Mandy if you would like further information regarding this.

It is therefore, very important that we raise considerable funds each year to enable us to continue to provide the service we offer. Please let us know if you have links with any trusts, foundations, individuals or companies who may wish to support our work, or let us know if you have any further ideas for fundraising. Many thanks.

TRAINING WORKSHOPS THIS TERM:



Cost: Parents - £20. Professionals - £35.

All training courses are available to book via Bookitbee. Our list of courses can be found at <https://event.bookitbee.com/puzzle-centre>

Please make sure you book at least 2 weeks in advance as workshops may be cancelled if there are insufficient numbers.

- **Better Beginnings Conference- Tuesday 31st October** (Puzzle Nursery is closed this day).
Parent discount – only £60.
Puzzle Centre is hosting a national conference to which parents can purchase heavily subsidized tickets. See our website for more information.
- **Visual Supports – Saturday 18th November 1.30pm – 4.00pm**
This course is being led by Becky Ralphs, Specialist Speech and Language Therapist. How to adapt your environment and use visual cues to help your child understand, interact and communicate. If you have not already attended this workshop, we would recommend it for any parent whose child attends Puzzle and who wishes to support their child’s learning and behavior at home.
- **Understanding Behaviour – Saturday 3rd February 9.30am- 1.00pm.**
This course is being led by Kathryn Bowers, Head of Centre. What leads to inappropriate behaviour and how to manage it – suitable for parents and practitioners working with children with autism and other communication needs.

Please let us know what further training you would like Puzzle to provide.

KEY STAFF:

YOUR CHILD’S SPEECH AND LANGUAGE THERAPIST THIS TERM IS:.....

YOUR CHILD’S SPECIALIST TEACHER THIS TERM IS:

Please do come and talk to us about any matters relating to your child’s educational plan and progress.

YOUR CHILD’S SPECIAL LEARNING ASSISTANT IS:

The special learning assistant will be overseeing your child’s learning journal (photographic record of their activities at Puzzle) and will often be working one to one with your child in the nursery. However, we believe it is important for your child to become familiar with more than one adult at the nursery so they will also work with other learning assistants as well as our teachers and therapists.

With best wishes for a happy and successful half term for all,

Kathryn Bowers,
Head of Centre