



DITTON LODGE COMMUNITY NURSERY
St Johns Avenue, Newmarket, Suffolk, CB8 8BL
Tel: 01638 354252
Registered Charity No: 1182313



NEWSLETTER

September 2026

Welcome to all our new and returning families!

We are looking forward to sharing a happy, fun filled year with you all, with lots of exciting opportunities and activities to help your children play, learn and thrive!

We have had a brilliant first day back, the children have all been superstars!

This newsletter contains a large amount of information that we need to share with you at the start of the academic year, so please take five minutes to read through it. There are lots of important reminders and information that will help the year run smoothly for everyone.

Accident Forms

If your child has an accident at nursery that requires first aid treatment, you will be informed by the adult on the door when you collect your child asked to sign a form. All accidents and injuries are recorded on Tapestry. Once you have been informed and the report has been authorised, you will receive an email confirmation from Tapestry. Of course, if your child has a more serious accident or injury, particularly one that looks significant, involves a hard bump to the head, or where our first aiders feel that medical advice or treatment may be required, we will contact you immediately to discuss the appropriate course of action.

Keep Us Informed

If your child is unable to attend nursery for any reason, please let us know as early as possible by calling the nursery on 01638 354252. Our answerphone is always on and checked regularly, so please leave us a message if there is no one available to answer your call. Alternatively, you can email us. If we have not informed of your child's absence, we will make contact with you in the first instance. If we are unable to reach you, we may then contact the emergency contacts listed on your child's registration form. This is an important part of our safeguarding and attendance procedures and helps us to ensure that all children are safe and accounted for.

Emails

Email is our main method of communicating information to families. This has helped us to significantly reduce the amount of paper we

use. If you require a paper copy of any information, please let us know and we will be happy to provide one.

Invoices

Invoices are usually sent out within the first week of each half term and include the fees for the forthcoming half term. We politely request that all fees are paid within two weeks of the invoice being issued. If you are experiencing any difficulties paying your invoice, please come and speak to Amanda as soon as possible. We are always happy to discuss any concerns with you. Payment details are on the invoice.

Invoices will be sent via email through Tapestry, and payment is preferably made by BACS.

Childcare Funding

We accept Universal, Extended and Expanded funding for eligible families. We also accept eligible two-year-old funding under a separate scheme. Please remember that you need to reconfirm your eligibility/details every three months to ensure that your funding code remains active. If you have any questions about funding or are unsure which funding you may be entitled to, please speak to Amanda.

Clothing

"There is no such thing as inappropriate weather, just inappropriate clothing".

It is important that children wear suitable clothing for outdoor play in all weathers. We make the most of our outdoor space throughout the year, whatever the weather! Please ensure that your child has a pair of Wellington boots, clearly labelled with their name, which can be kept at nursery throughout the year. We regularly enjoy gardening activities, digging in the mud patch and exploring outdoors, so wellies are an essential part of nursery life!

We also ask that your child has a spare set of clothes for each session, in case of paint spillages, glue mishaps, snack catastrophes.... the list is endless!

Please make sure your child is appropriately dressed for the weather conditions, particularly at this time of year when the weather can be very changeable through the day.

Please label all clothing and belongings with your child's name.

Nursery Uniform

We have a small stock of uniform available throughout the year.

T-shirts - £7.00

Sweatshirts - £13.00

Hats - £8.00

Please speak to a member of staff if you would like to purchase any uniform.

Contact details

Please remember to tell us if any of your contact details, or those of your emergency contacts, change. It is really important that we always have up-to-date information on file so that we can contact you quickly if necessary.

Packed lunches

If your child has a packed lunch, please ensure it consists of healthy, nutritious foods. In line with our Healthy Eating Policy and current government nutrition guidance, please do not provide sweets, fizzy drinks or foods containing high amounts of salt or sugar. We also ask that all small hard foods such as grapes and cherry tomatoes, are cut up lengthways to minimise choking risks. Fruit gummies are not permitted. Please also remember we operate a ***no nut policy***. This includes products containing nuts, so please check food packaging carefully before including items in your child's packed lunch. Thank you for helping us to keep all of our children safe and healthy.

Key Person

As you know, your child has been allocated a key person to help both you and your child become familiar with nursery life and the setting and to feel confident and safe within it. A strong key-person relationship helps your child feel happy and secure and encourages them to explore, develop their independence and try new things. Your child's key person is responsible for getting to know to know your child well, understanding their individual needs and responding sensitively to their feelings, ideas and behaviour. It is important for you to talk and liaise with your child's key person throughout the year about their experiences, interests, development and wellbeing. However, please remember that all staff care for all of the children in the nursery. If your child's key person is not available, please feel free to speak to another member of the team. We will always be happy to help.

Learning Journey (Tapestry)

As you are aware, we use an online learning journey to provide a snapshot of your child's time with us. Tapestry helps us to monitor children's interests and development and to plan experiences and activities that support their individual needs. We encourage you to play an active role by adding your own comments, photographs and videos. This gives your child's key person a valuable insight into their interests, experiences and achievements outside of nursery. Please don't expect Tapestry to be a diary of everything your child does at nursery! We feel that it is more important that staff spend their time getting to know your child, interacting with them, joining in their play and supporting their development, rather than spending large amounts of time uploading photographs and writing observations on a tablet.

Next Steps

Once your child has had time to settle in and we have got to know them, their key person will identify appropriate 'next steps' to support their learning and development. These will be available for you to view on Tapestry. Please feel free to add comments and notes about your child's experiences at home in relation to their next steps. Sharing what you see at home helps us to build a fuller picture of your child's development and ensures that we can work together to support them.

Planning

We use 'In the Moment' planning to ensure that children's interests are followed and developed as they arise. We also provide planned and seasonal activities and experiences to ensure that children have a wide range of opportunities during their time at nursery. Photographs of activities, anecdotes and planning information can be found on our 'Curiosity, Exploration & Wonder' board by the cloakroom, so please have a look when you are at nursery.

A Book About Me

Thank you to everyone who has returned their child's 'A Book About Me'. These have been really helpful in enabling your child's key person to find out more about them, their interests, routines and personality, which helps us to support them as they settle into nursery. If you have not yet returned your child's book, please could you do so as soon as possible.

Annual General Meeting (AGM)

As you are all aware, Ditton Lodge Community Nursery is a registered charity and, as such, requires a Management Committee to enable

us to continue to run. A huge thank you to last year's Management Board for all their support, and to all the parents and carers who supported our fundraising activities. Your fundraising helped us to purchase new astro turf to replace the old soft surfacing, which the children are already enjoying!

Our **AGM** will be held on:
Wednesday 7th October at 7.30pm
Ditton Lodge Community Nursery

Every family is warmly invited to attend. At the AGM, we will elect a new Management Board. The Board usually meets approximately once a term, with more regular contact taking place by email. The Committee plays an important role in helping the nursery to move forward and supporting the long-term running and development of the setting. We are also looking for parents/carers who would be happy to support our **fundraising activities**, as this is an important way in which we are able to provide additional resources and experiences for the children. Information about the different Committee roles and what is involved in becoming a committee member is available in the foyer. If you have any questions about joining the Committee or would like to find out more, please come and speak to Amanda.

Policies and Procedures

Your child's wellbeing and safety are of paramount importance to us, and we regularly review and update our policies and procedures to ensure that they reflect current guidance and best practice. Our Safeguarding and Child Protection Policy and Complaints Policy are available on our website and on Tapestry. Our Safeguarding and Child Protection Policy will be updated shortly to reflect the latest changes to the Early Years Foundation Stage (EYFS), which came into effect on 1st September 2026. If you would like a paper copy of any of our policies, please let us know. We are always here to support you and your child, so please do speak to a member of staff if you have any questions, concerns or need any support.

Parent Partnership

We really value the partnerships that we build with our families. As previous families will know, we hold a variety of events throughout the year to encourage parents and carers to come into nursery and spend time with their children in the setting. Our 'Stay and Play' sessions have always been very popular and we will be continuing these this year. The sessions will be held on different days and at different times throughout the year to hopefully enable as

many parents and carers as possible to attend at least one.

The dates for this academic year are:

Date	Time
Monday 19th October	08:40 – 09:40
Wednesday 9th December	14:10 – 15:10
Thursday 4th February	08:40 – 09:40
Tuesday 16th March	14:10 – 15:10
Friday 14th May	08:40 – 09:40
Thursday 25th June	14:10 – 15:10

A reminder will be sent out before each session. We look forward to welcoming you into nursery!

Art Folders

Your child has a large blue folder with their name on it. These are kept in a box by the easel near the door. Anything your child creates will be placed in their folder to take home. Please check your child's folder regularly and take the contents home, leaving the folder in the box ready for their next masterpiece! Thank you for your help.

Thank you!

Thank you for taking the time to read through all of this information.

We are really looking forward to the year ahead and to working together with you to give your children a happy, nurturing and exciting start to their early years.

Here's to a fantastic year at Ditton Lodge Community Nursery! ☀

Dates for the Diary

7th October – Annual General Meeting, 7:30pm

9th October – Photographer, details to follow

19th October – Stay & Play - 08:40-09:40

26th October – 30th October - Half Term – Nursery closed

25th November – Parents Evening

18th December – Last Day of Term &

Christmas Party, Nursery Closes at 12.30.

