



# Group Newsletter – Winter 2016/7



## Millie's Mark Award

We were thrilled to receive notification this week that all five of our nurseries have been awarded 'Millie's Mark' in recognition of our ongoing commitment to excellence in paediatric first aid.

Millie's Mark is a new national award which is awarded as a special endorsement to childcare providers that go above and beyond the minimum requirements for keeping children safe by having 100% of staff trained in paediatric first aid. It shows that all staff working directly with children not only hold a paediatric first aid certificate but that they are also competent in how to apply this in practice. For more details see [www.milliesmark.com](http://www.milliesmark.com)

We have always trained ALL of our team members in paediatric first aid, and it was a natural step for us to apply for Millie's Mark. The process of application involved a detailed audit of our first aid practice and review of our risk assessments, as well as obviously evidencing that every single member of our team is first aid trained, including our cooks, maintenance team, directors, central support team as well as all of our childcare practitioners.

We're very pleased indeed to have received this recognition.





### Team Christmas Party

We all really enjoyed our Christmas Party in December which over 130 members attended at The Village Hotel in Bury. We organised the night as a thank you for all of the hard work and commitment shown by all of our team throughout the year and everyone had a great time. We had a particularly large cheer from our team when the DJ congratulated us for being National Nursery Group of the Year 2016!



### Thank you

Our team would also like to say a big thank you to all of our parents/carers and children for the really generous presents that were brought in for us all at Christmas time. Other than those intended specifically for individual team members, the presents were shared out equally among all of the team, including our housekeepers, cooks and maintenance team and we are really grateful for all of your generosity and kindness.

### Salvation Army Present Appeal

Thanks again to all those who supported another local charity appeal by donating so many toys at Christmas. You helped to collect hundreds of presents for our Salvation Army Christmas



gift appeal. We were so thrilled with the response to the appeal and collected hundreds of gifts!

# Christmas Present Appeal

These will be put to good use by the Salvation Army team who work tirelessly to provide food, clothing and presents at Christmas time to families and children who would be otherwise waking up on Christmas morning with nothing.

Michael and Verity who minister at the Bury Salvation Army community church have been so grateful for our support. Michael is pictured with some of our children and team members when he came to collect some of the presents from our Walmersley nursery.





### Pyjama / Spots Day for Children in Need

Thank you for everyone who took part in Children in Need's Pyjama/Spots Day. All of the children looked great and our team made a big effort as well, a fun day all around. Pudsey and Blush Bear visited all of the children and the best thing is that the five nurseries raised over £600 for such a great cause.



### Parents' evening

It seems like a long time ago but each nursery held a Parents' Evening in November last year. The evening was really well attended and hopefully you enjoyed the opportunity to speak to your child's key person, discuss their development and have a look at their learning journeys. Many parents/carers also used the evening to look around the other units and meet other members of the team.



We wanted to say a big thank you to all of our team for their hard work in making the night a big success, especially after a busy day at work. Thank you also to all of you who took time to complete a questionnaire. The feedback you gave us was overwhelmingly positive which is always nice to read – we make sure that all of our team have opportunity to read the completed questionnaires as it's lovely to receive praise!



The questionnaires also gave you a chance to ask a question or raise a point which you may not have done previously. Our management team have been through all of the forms and should now have responded and acted on any suggestions made in the questionnaire responses, unless you did not add your name to the form. However, please never wait for parents evenings to raise any issues or niggles you might have, we're always keen to listen to any comments or suggestions our parents may have and it's much better to speak to us rather than dwell on a small issue which can turn into a worry.

You can use our "I'd love to tell you...." cards to give us feedback, suggestions or praise for any individual team members – one of our team members recently suggested that they could be used as 'Shout Out' cards praising good practice where you've seen it.

The cards are also great for sharing information about exciting trips, holidays or events in your child's life which we can then add to their learning journey and plan related activities to extend their learning opportunities. These cards are available from dispensers on parent noticeboards.

### Parent first aid training course

We have previously organised a number of parent first aid training courses with the trainer who runs the course for our team. First aid is a crucial skill for everyone who either works with or is in contact with babies and young children, and we know that it's difficult to find first aid courses aimed at parents, so we will be fixing a date for our next course soon. We have been able to offer this course for £20 per person so please let us know if you'd like to join us on the next course.

### Winter weather

The children love it when it snows and it gives our team lots of ideas for exciting activities with the children but it also comes with its own challenges. We will do our very best to clear pavements, paths and car parks to help you get into the nursery buildings. We have snow shovels and bags of grit salt at the ready! A large number of our team live within walking distance of nursery and we have never opened late or been forced to close because of the weather, so unless there is an unprecedented snowfall, we will be open!





Can you please make sure your child has a warm coat, hat, scarf and gloves at nursery. It would also be great if they could be labelled with your child's name so they don't get mixed up. We do have spare pairs of wellies but feel free to bring in your child's from home (again, with their name inside).

### Updated Medication paperwork

We have recently reviewed all of the paperwork related to administering medication to children at nursery. As a result, we have re-written our *Medication Policy* and you'll all have recently been asked to re-sign our newly amended *Parent/Carer Consent Forms*. Please let us know about any changes to your child's health, long term medication needs etc. as and when these arise so that we can keep your child's paperwork up to date.

Before introducing the new systems and paperwork we discussed the whole issue of administering and documenting medication with our nursery team at our group wide unit meetings at the end of last year and took on board all of their suggestions.

As you can appreciate, the administration of medication is a hugely important part of nursery life. We do our very best to administer medication that children need, but we are bound by very strict legal guidelines in relation to this, so we'd ask for your understanding when we insist upon being provided with the original packing and prescription labels for medication. We aren't trying to be awkward, we simply can't administer medication unless we follow our procedures. If you'd like to have a read of the new *Medication Policy* please pop into the office and ask for a copy.



### Refurbishments

Our maintenance team had a busy Christmas period completing a project at our Whitefield nursery, creating a new laundry room and separate toilet area for toddler children. It was a lot of hard work for a job which isn't seen by parents but it has made a massive difference to how the toddler unit operates and how laundry is done for the whole nursery.



There are a number of large projects scheduled for this year which will be planned into the Easter break and other bank holiday weekends as some of these jobs can only be done when the nursery is closed. With five nurseries and seven buildings there's always something to be done! Other smaller repairs and maintenance projects are completed as soon as possible. Any safety issues are always prioritised and dealt with first by our own full time maintenance team. If you have any suggestions about improvements to your nursery please speak to a member of the team.

**Central Support team**

Our Dumers Lane nursery has had an amazing first sixteen months and already looks after 100 children each day. Our nursery team has now grown to 180 team members and as a result our Central Support Team has grown as well.

Our Senior Manager, Stacey Kenyon, spends time at all five nurseries sharing best practice and supporting our management teams. Sharon Rumens is our HR/Business Manager who oversees the office team based at our Walmersley nursery. Cara Slater is our Accounts Manager and has recently been joined by Hania Hayhurst as our Accounts Assistant.

Rebecca Davies has been our Admin Assistant for over a year now and has just been joined by Parisa Devine who has joined us as our HR/Business Assistant. We're very pleased to have Hania and Parisa in our Central Support team, they were both existing Mulberry Bush parents before joining us so they are settling in well and know all about our priorities at Mulberry Bush, i.e. keeping our children safe and happy. We want to take away as much paperwork as possible from our nursery managers so they can spend as much time as possible in the rooms, observing practise and getting to know the children.

**Thank you!**

We care very much about the nurseries and all of the children in our care and are constantly striving to provide the best care we can!

If you have any ideas or suggestions of things we could do differently or better, please don't hesitate to bring those to any of us.

All members of the team will always be happy to talk to you, and please don't forget that you are always welcome to contact any member of management or the directors with any queries or questions. All of our contact details are below.

**Contact details**

Dumers Lane Nursery	0161 672 3338	Emergency contact no: 07517 153 955 (should landline be out of action) dumers@mulberrybush-nursery.co.uk
Tottington Nursery	01204 88 5656	Emergency contact no: 07542 137 531 (should landline be out of action) tottington@mulberrybush-nursery.co.uk



Walshaw Nursery	0161 797 3788	Emergency contact no: 07542 117 942 (should landline be out of action) walshaw@mulberrybush-nursery.co.uk
Whitefield Nursery	0161 766 5742	Emergency contact no: 07512 793 751 (should landline be out of action) whitefield@mulberrybush-nursery.co.uk
Walmersley Nursery	0161 761 0150	Emergency contact no: 07512 788 201 (should landline be out of action) walmersley@mulberrybush-nursery.co.uk
Senior Manager	07807 216 415	Stacey Kenyon stacey.kenyon@mulberrybush-nursery.co.uk
Central Support Team	0161 761 0169	Sharon – HR Manager Parisa – HR/Business Assistant Cara – Accounts Manager Hania – Accounts Assistant Becci – Admin Assistant
Directors	0161 761 0127	Jo - 07872 464 283 jo.kinloch@mulberrybush-nursery.co.uk  Paul - 07919 921 673 paul.robinson@mulberrybush-nursery.co.uk  Andy - 07723 054 414 andy.robinson@mulberrybush-nursery.co.uk