



Welcome

31ST  
OCTOBER  
2025

# Early Years Weekly Newsletter

☀️ WELCOME TO OUR WEEKLY EARLY YEARS NEWSLETTER ☀️

Dear All Staff, Parents and Families,

I hope you are all well and looking forward to the weekend, and that those who have enjoyed family time over the October Half Term have had a wonderful break.

At Auckland House and Pepperberry Day Nursery, the children have been exploring the classic rhyme "Incy Wincy Spider" and celebrating Halloween through stories, songs, imaginative play, and exciting sensory tuff trays. Today, both settings have enjoyed their Halloween Parties, and it has been amazing to see everyone dressed up, having fun, and creating lasting memories for the children.

"In the world of early years, every moment of play is a spark of imagination - and every spark helps a little mind grow." 🎃

As we move into Autumn Term 2, we look forward to the build-up to Christmas (apologies if it feels a little early!), with lots of festive activities and opportunities for your children and families to make special memories together.

Please see later in the Weekly Newsletter regarding the dates Auckland House and Pepperberry Day Nursery are closed during the Christmas and New Year Holidays.

If you have any questions or if I can be of any help, please do not hesitate to contact me.

Warm regards,

Emma Jones  
Pepperberry Day Nursery Manager &  
Head of Early Years  
Pepperberry Day Nurseries Limited  
Auckland House Day Nursery

## Halloween Cat Twister Fun 🐱





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# Meet the Team

*MEET FRANCESCA CONWAY –  
ROOM LEADER AT  
AUCKLAND HOUSE DAY NURSERY*



Hi, I'm Francesca! I've been part of Auckland House team for over six years and hold a Level 3 qualification. I'm the Room Leader in Buttercup room, where I really enjoy caring for and supporting babies.

I love taking part in messy play activities with children, as it promotes creativity, exploration, and help develop key sensory and social skills. These activities also provide a fun and relaxed way to connect with the children while supporting their learning.

In my spare time, I like going to the gym, staying active, and spending time with my family and friends. I love keeping busy and making the most of my free time.

*MEET HOLLY RUSHWORTH –  
EARLY YEARS PRACTITIONER AT  
PEPPERBERRY DAY NURSERY*



Hi my name is Holly and I work in the 2-3 unit upstairs in Sweet Chilli Peppers. I have worked in childcare for the past 9 years and am level 3 qualified. In my own time I enjoy spending time with family, going on days out and going on holidays exploring the world with my beautiful daughter Melody. I love to support and watch each individual child meet their milestones and enjoy creating fun, stimulating and interesting activities.

Working in childcare is an incredibly rewarding job and everyday brings new opportunity helping children develop essential skills that they will carry throughout their life. I have learnt so much over the years of working in childcare and truly believe "children may forget what you say, but will never forget how you made them feel".



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# Next Week at a Glance

## Rhyme Time

### Bonfire's Burning

Bonfire's burning, Bonfire's burning,  
Getting hotter, Getting hotter,  
Fire, fire! Fire, fire!  
Rocket's whizzing, Rocket's whizzing,  
Sparkler's fizzing, Sparkler's fizzing

## Activities to try at home

- ✦ For the Shadow Play activity, go into a dark room and use a flashlight to make shadows of fires and rockets on the wall. You can move your hands or use paper cut-outs to create the shapes. As you do this, sing the rhyme together to make it even more fun and engaging.
- ✦ For the Rocket Craft activity, make a rocket using a cardboard tube and coloured paper. Once it's decorated, attach a piece of string so you can make it "fly" through the air while singing "Rocket's whizzing!"
- ✦ For the Sparkler Art activity, dip cotton buds into white paint mixed with a little glitter. Then, dot them onto black paper to create sparkling patterns that look like real sparklers. As you paint, chant the rhyme together, especially the "sparkler's fizzing" part, to make the activity lively and fun.

## Makaton







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# Communications



## Pepperberry Christmas Closure Dates

Closed from -  
Wednesday 24<sup>th</sup> December 2025

Open from -  
Monday 5<sup>th</sup> January 2026



## Auckland Christmas Closure Dates

Closed from -  
Wednesday 24<sup>th</sup> December 2025

Open from -  
Friday 2<sup>nd</sup> January 2026



## Firework Safety







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## What we have been doing...

### PEPPERBERRY DAY NURSERIES



### AUCKLAND HOUSE DAY NURSERY



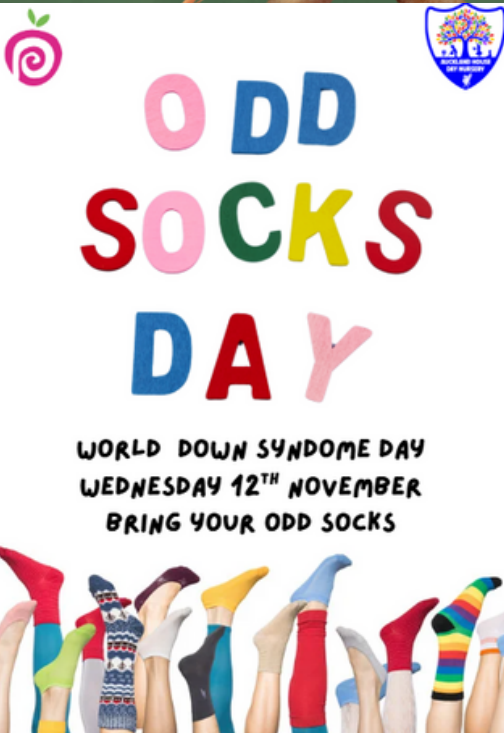




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# Upcoming...





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# Weekly Policy

## ATTENDANCE POLICY

At Auckland House and Pepperberry Day Nursery we believe good attendance plays a fundamental role in supporting children's educational achievement, well-being and in keeping children safer. Establishing regular routines for young children supports the settling-in process and enhances their sense of security and belonging. When a child has a part-time place, regular attendance is especially important.

This policy outlines the procedures to promote and monitor attendance and those that will be followed if a child is absent from the setting. We wish to create a culture where good attendance and punctuality is valued by all and so will work with parents to work together to remove barriers to attendance.

We recognise that sometimes families may need extra support with attendance, therefore effective communication is essential between parents and the key person, who may be able to offer advice and support or referrals to other agencies who may be able to help, such as the health visiting team, portage or early help.

To promote good attendance, we will:

- Share our attendance expectations with parents prior to admission, including conveying clearly to parents that regular attendance and punctuality
- o Is expected
- o Is in the child's best interest, and
- o That unexplained absence will be investigated
- Keep records of attendance to enable monitoring and evaluation so that emerging patterns are addressed
- Foster a positive attitude to good attendance by quickly responding to children's absence while also recognising and celebrating, 'good' and 'improving' attendance
- Target attendance where there has been an issue and aim to set in place strategies and techniques to support improvement.

Whilst attendance at nursery is not statutory, authorised absence will be granted in the following circumstances, where parents inform the nursery on the first day of absence or prior to the first day of absence:

- Illness of the child
- Illness of siblings or parents
- Bereavement
- Health services appointments
- Holidays, including extended visits to family overseas
- Religious observance
- Emergency or exceptional circumstances.

### Monitoring attendance

Records of children's attendance are accurately kept and regularly monitored to ensure that we can identify any potential problems and look for patterns.

All managers and staff are alert to signs that children and learners who are missing might be at risk of abuse or neglect, and appropriate action is taken when children stop attending.

While we are aware that attendance is not statutory, we recognise that non-attendance could be an indicator of other concerns.

All managers and staff are particularly aware of the need to monitor groups such as those who are vulnerable learners.

### Procedures to record, monitor and follow up non-attendance

Registration will be completed at the start of each day.

Non-attendance:

- If a child is absent and we are informed of their reason for absence this will be recorded on the register



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# Weekly Policy

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## CONTINUED...

- If a child is absent without an explanation a telephone call (to priority and secondary numbers, e.g. home and work) will be made to the main carer to establish the reason for the absence before 11am.
- If no contact is made, then we will follow this process:
  - o Contact any second main carer (to priority and secondary numbers, e.g. home and work)
  - o Contact the first emergency contact number
  - o Contact the second emergency contact number.
- If contact cannot be made by telephone call or email a home visit may be carried out, and a contact postcard will be posted through your door if there is no response
- If there continues to be no contact and there is cause for concern, the health visiting service and/or the Children and Family service will be contacted to ascertain if family support may be needed
- In more urgent cases, the police may be contacted to carry out a welfare check.

## Leaving the nursery

If you decide to withdraw your child from the nursery, please see our Parent Terms and Conditions for notice periods. This will ensure that we remove your child from our systems and therefore will not expect them to attend.

If your child is transitioning to another early year's provider or school, please provide us with the details of the new setting so that we can transfer essential information, such as their unique pupil number or funding eligibility code.

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