

# Woking and Ottershaw Newsletter



## Welcome

Thank you for taking the time to read our August Newsletter.

## Reminders

### Door safety and security

For the safety of all children and the security of the building, we kindly ask that you do not allow access to the nursery for anyone, other than yourself, even if you know them personally. All visitors and families must be admitted by a member of staff to ensure that we can verify who is entering the building. This procedure is in place to safeguard the children; we greatly appreciate your cooperation.

### Medication

If your child has been prescribed antibiotics, they must have been taking the medication for at least 24 hours before returning to nursery. This is to allow time for any possible reaction to show, even if your child has had the medication before.

We can administer the antibiotics at nursery, but we will need to see the prescription label that clearly shows name, date prescribed and dosage.

### Immunisations

Children cannot attend nursery on the day they receive immunisations. If they are well in themselves, they may return the following day.

These measures are in place to protect all children and staff; we appreciate your cooperation in following them.

## Meet the management teams



### Gemma Airey

#### **Ottershaw Nursery Manager**

I have been working in childcare for over 15 years. I embarked on my Toad Hall Nursery journey at our Chessington site as a Nursery Nurse, gradually advancing within my role – leading me to Ottershaw.

### Charlotte Belk

#### **Woking Nursery Manager**

I have been working in early years since 2002 and with Toad Hall since 2009. I support a fantastic team who are fully committed to providing a stimulating environment where children learn daily and are encouraged to be curious, excited and motivated.



### Robyn James

#### **Ottershaw Assistant Manager**

I started working here in March 2024. I have worked in early years for 15 years in various settings and have progressed from apprentice to leadership. I enjoy being part of the children's early development.

### Leah Haswell

#### **Woking Assistant Manager**

I have worked in childcare for almost 10 years. I started by completing an apprenticeship and have worked my way up. I have been with Toad Hall since January 2025 and I am very much enjoying my journey.



# Parent Notices

## Nursery fees

As stated in the terms and conditions, fees are payable monthly in advance either on the last day of the previous month or the 1<sup>st</sup> day of each calendar month by direct debit, childcare vouchers or credit/debit card. For security reasons, Toad Hall are unable to accept cash or cheque payments. Please note that if fees are not paid by the 3<sup>rd</sup> week of the month, there will be a 5% charge on top of your monthly invoice.

## Day nursery reviews

We hope you and your little ones are enjoying your time with us at Toad Hall. If you have a moment, we would be so grateful if you could share your experience by leaving us a review.

 [daynurseries.co.uk](http://daynurseries.co.uk)

## Want to know how you can save on your nursery fees?

Make use of the Workplace Nursery Benefit!



You save on Tax and NI



Use from 0 - 5 years

### What is the Workplace Nursery Benefit?

- This is an employer supported benefit.
- It enables employees to save money as a result of reduced tax and national insurance payments.
- This benefit is a contracted partnership between your employer and us.



Scan the QR to find out how much you could save or speak to a member of the management team!



# Recipe of the Month – Cherry Sponge

(Serves 6)



## Ingredients

Eggs – 3  
Dairy free butter – 160g  
Caster Sugar -160g  
Flour – 160g  
Self-raising flour – 160g  
Cherries (glazed) – 100g  
Vanilla essence – 1 tsp

## Method

1. Pre heat oven to 180°C.
2. Line tin with greaseproof paper.
3. Mix butter and sugar together until creamed.
4. Add egg gradually with the vanilla essence (to taste).
5. Sieve in flour and combine.
6. Dice the cherries and stir through the mixture.
7. Spoon mixture into tin.
8. Bake until cooked through and allow to cool - then portion.

GF Option: Use Gluten free flour

Kind Regards

The Management Teams

[ottershaw@toadhall-nursery.co.uk](mailto:ottershaw@toadhall-nursery.co.uk)  
[woking@toadhall-nursery.co.uk](mailto:woking@toadhall-nursery.co.uk)



[ottershawnursery](https://www.facebook.com/ottershawnursery)  
[wishbonewaynursery](https://www.facebook.com/wishbonewaynursery)



[toadhallnursery](https://www.instagram.com/toadhallnursery)



Toad Hall  
Children's Nursery