

Staff Meeting – 11.01.2021

Present:

Apologies:

General Business (20 minutes)



Mariana's Moans

Laptop / Tablet cupboard – Please ensure that all cables are tucked back into the cupboard and not catching in the door.

Wipedown Wednesday – This should be easy to do with all the additional cleaning that we are doing...but please make sure that this is completed each week; especially dusting in both high and low areas.

Rainbow Umbrellas – One of our CC rainbow umbrellas is missing. If you have it at home, please return it as soon as possible.

Thank you – **Thank you again for all your hard work in these difficult circumstances. I know that many of you are concerned about being at work, feeling anxious or (like me) are trying to juggle things at home as well as things at work. We appreciate the hard work that you put in to ensure that children have the best experiences they can.**

Moving Forward - I don't think that the government is going to change their minds about keeping nurseries open, and so **this is it**. I feel that in the last few months, our focus and attention has been on other things...issues at our homes, worries about our health and the health of our colleagues, Christmas and what that meant for us with COVID and then last week, are we going to close? As I have already said, I think this is it. While we have our strong staff team, less pressures from needing to cover other areas such as CC, while we are at work, we need to focus on our core purpose – educating children and providing them with exciting and challenging learning experiences.

Over the page, you will see information about TCA and areas that I would like you to consider along with a plan of action for the coming weeks.

The current COVID situation - I just want to reassure you that we are following all the government guidelines, as outlined at the time of writing this. There is currently nothing more that we can do to safeguard ourselves.

- PPE is readily available for you all.
- We are working as much as possible in 'room bubbles' (There is no requirement at the moment to reduce these to smaller sizes)
- Handwashing / sanitising is available to all.
- Windows are open and rooms are being ventilated.
- Resources are being cleaned / wiped down frequently.
- Malleable resources have been withdrawn.
- Staff members are social distancing (if you wish to use CC to eat your lunch, feel free)

As previously stated. If you are still concerned and worried about any aspect of this, please come and speak to Mariana or myself about it as soon as possible. All the guidelines are available to read at the .gov website.

COVID Testing – The rapid test centre in Rugby has now opened and as a childcare worker, you are able to book a regular test there if you want to. This centre is for people who are keyworkers and who do not have any COVID symptoms. There is no requirement to go, we are not asking you to go and it is not a requirement of your contract here with us. However, if you wish to be tested, we will support this by allowing you to do so during the working day (if needed) or finishing earlier (if needed). This will need to be agreed, however, as we cannot have all staff out of the building at the same time.

Lateral Flow Tests – It was announced yesterday, that Early Years settings will be sent rapid test kits for staff to use. These were all issued to schools previously and are now being rolled out to all Early Years settings. I do not know when these will be with us, but this is also good news.

Emma N – For the next few weeks, Emma is going to be supporting in Baby Room and not moving between rooms. This is to minimise the risk. We are not short of staff though, so please continue to have your Key Worker time / TTT / SENDCO / DSL time etc and arrange your own cover within your room. There is no reason why people should not be getting this time, so please make sure you have it and keep up to date with your responsibilities.

Warwickshire Hearts - We are supporting #WarwickshireHearts encouraging our families to display a picture of a heart in their window or share it on social media as a way to show that they are thinking of others in the pandemic. Displaying or sharing a heart can mean many things, but could include:

I care about our key workers
I care about my neighbours
I care about my grandparents who I haven't been able to see
I care about missing my school friends and teachers.

Children will decorate hearts this week and we will display them at the front of the building.

All About Me – I have emailed these to parents with a few copies in the office for those families who may not have the technology / printer available. I have asked parents to fill in and return via email or print themselves and bring back. I will print any that come back to us via email and let you have them.

Updates (10 minutes)

Concerns about children:

- n/a

SENDCO:

- n/a

Time To Talk Updates:

- n/a

DSL Updates:

- n/a

Mental Health Champion:

- n/a

Diary Dates:

- See LTP & Standards Calendar

Staff Team Meetings - Senior staff will talk through any issues with you during the week.

Promoting Positive Behaviour - For a while we have been talking about updating the PPB procedure and over Christmas I had the opportunity to look through it. I have revised our policy and also put together a crib sheet (which will be displayed in all your rooms). We can talk about this further at the next staff meeting but in the meantime, please read the attached information and try to adopt this new way of working. I would also like all evidence of the traffic light system and accompanying photos taken down please. We are no longer using this method. I would always like us to aim for a calm and quiet setting where staff have no need to raise their voices...

The Curiosity Approach - Everyone worked really hard in 2020 to work towards changing and improving our setting. We are still receiving positive feedback from families and visitors about the environment, but I feel that we have stalled a little. In September / October everyone was very focused on ensuring that we were delivering TCA in the best way we could. Since then, with the added pressures of COVID, Christmas and the current lockdown. Some rooms (more than others) have lost their way. I worked in all rooms before Christmas and noted that resources were rarely changed, the behaviour of children was getting worse, rooms were not calm and too many 'toys' were in use, rather than resources where children can use their imagination. I have outlined some of the key issues I have seen in rooms and, being solution-focused, the ways I would like these tackled please.

Problem	Solution	Resources
Rooms are looking messy and items are transported from place to place.	Have fewer items out so that the 'tidying' up is not so much of an issue for you or the children. Having clearly defined areas will help children to learn where items belong. As children use and play with the resources, the areas need to be 'remade' so that they look inviting again. Floor space needs to remain clear so the children have space to play and learn without tripping over etc.	Start with fewer items out and add to areas through the 'Children's Interests' or your feedback from 'In the moment planning'
Children are not behaving well.	The 'awe and wonder' has been lost in some rooms which leads to poor behaviour as the children are not engaged and their attention is not being held. Children need 'new' (rotated) things to keep them fresh and occupied.	Reduce the number of items out and keep these rotated to keep things fresh. Try and store the resources near to the area where they are going to be used so that they are easy to get / change / pack away.
Children are bored.	Keeping areas fresh and items rotated will help this. Although one person plans for the week, it is the responsibility of everyone to keep an eye on how areas are used. If an activity or item is not holding the interest of the children, then talk to the person who has planned it and develop it. No one should be or will be offended if you adapt or develop a learning experience for the children. There is no point continuing with something that the children are finding boring. Please do not pack activities away too soon so the children have the bare minimum to play with. The children who attend in the afternoon should have the same opportunities as the children who attend in the morning. We provide continuous provision and so children should be able to access as much as possible during their time here.	Keep an eye on the planning each week. Staff will usually have some new and fresh ideas as well as continuing with ideas that are popular from a previous week. Use your hexagon plans (PLOD: Possible Lines Of Development) to note down things that your key children are interested in or might work well in planning the following week.
Invitations to learning are non-existent.	Some rooms are back to placing a basket in the middle of a table and expecting children to be enthused / engaged with its contents. Through TCA research, everyone has learned what 'invitations to learning' should look like. <u>Most</u> of you have had the opportunity to set them up. Making spaces and areas welcome, is vital to enthusing children and holding their interest. We want them to be curious about the areas and be interested in learning.	Plan as a team how this is going to work. Do the evening staff set up for the next day or do the morning staff do it on arrival? Whatever the system, please make sure it is done and set up fully for when the children arrive.

Adults are not interacting with children.	This issue varies from room to room. Some adults are excellent at being down at the level of the children, talking to them, asking questions to challenge their thinking and 'planning in the moment' to develop their learning. Some staff are at the level of the children, but just talking amongst themselves; some are standing right away from the children and either talking to colleagues (about things that are not work issues); others just daydream waiting for a child to talk to them; and some avoid the children altogether, doing as many other tasks as possible. You need to be proactive. Each area will have an activity designed to support the learning of your children. You need to facilitate that learning through modelling, questioning, challenging. Even if an area has no specific learning intention (exploring natural materials for example) there is still lots of talk and language that can take place and develop learning.	Please make sure that you (as the most valuable resource we have) is spending as much time as possible with the children and imparting as much wisdom as you can. They could have all the physical resources in the world, but without someone to teach them, it is all pointless.
Resources are getting damaged / broken.	Adults spending more time with the children, modelling, demonstrating and explaining will help to teach children how to use the resources properly as well as	

Action Plan:

	Who?	What?	When?
1	Everyone	Look online at TCA for inspiration, especially at current seasonal activities.	This week – w/c 11.01.2021
2	Room Leaders	Define your areas so they are obvious when someone walks into your room.	
3	Room Leaders	Reduce the number of items that you have in any given area – less is more.	
4	Room Leaders	Divide staff into teams so this week they are responsible for changing and improving a couple of areas in the room. If they are confident to do this on their own, then fine, but some staff have little experience with TCA.	
5	Everyone	Look at ways to set up 'invitations to learning' in each area. Books, plants, artefacts all help to enhance areas quickly and easily.	
6	Everyone	Look at the feedback above and begin to action the points raised.	Next week – w/c 18.01.2021
7	Room Leaders	Look at feedback from The Learning Walk (12.01.21) and implement and plan to improve on any issues raised.	
8	Everyone	Reflect on your practice. Have you made changes? Have these changes had a positive impact? What have you noticed? How are the children behaving?	Week after – w/c 25.01.2021

AOB

Date of next staff meeting: Tuesday 9th February 2021

PS – 11.01.2021

Please sign:

PB	PM	TC	MD
KD	AP	TM	PS
EN	RT	ER	
LN	LU	CR	
JR		LW	
AW		CN	

These minutes can also be found in the Staff Login section on the website