



Trinity Nursery Newsletter

Autumn 2009

Dates to remember:

- 10th September - Term starts
- 14th September - PTA meeting 8pm Library
- 2nd October - Jeans for Genes day
- 3rd October - Trinity Wheels day 2pm-4pm
- 10th October - Trinity School open morning
- 21st October - Nursery 3 harvest Festival
- 26th October - 30th October Half Term
- 9th November - PTA meeting 8pm Library
- 11th November - foundation stage joint morning
- 20th November - PTA quiz night
- 24th November - Trinity School open day
- 14th & 15th December - Nursery 3 and rainbows Christmas show 2.30pm
- 16th December - Nursery 3 Christmas party 1.15pm - 3.30pm
- 16th December - Term finishes.
- 18th December - Lodge closes
- 4th January - Lodge opens
- 6th January - Term begins

Collecting children

It is imperative that parents/ carers inform a member of staff in their child's unit that they are taking their child home especially when collecting them from outside.

Update details

Please could you ensure you check the contact details we have for you are correct on the letter enclosed in your September invoice and return it to the office.

Jeans for Genes

Please send your children in jeans on Friday 2nd October and donate a pound to help us raise money for the Jeans for Genes charity.

New staff

We are very pleased to welcome Claire Savva and Chrissie back from maternity leave, and also Nicola Bright who has joined us to be a full time member of staff in Nursery 1.

Open mornings

Please feel free to book a place on our school open days on 10th October and 24th November. Informal visits to the Prep Department can be arranged with Liz (Nursery Manager) at a time to suit you. This enables you to see classes and all the facilities we have to offer in action.

Winter clothes

Now the colder weather is setting in, can we ask you to provide named warm coats and sensible shoes or wellies as we go on frequent autumn walks! Please can we request that children do not wear crocs or flip flops to nursery as we have had several accidents caused by children wearing these.

Uniforms

When children join nursery 3 they wear a Trinity polo shirt and sweat shirt. These are available from the school shop. They can be ordered from the office and will be ready for collection in a couple of days. Please name these immediately as there is no other way of distinguishing one from another!

Harvest Festival

As part of our harvest celebrations we are once again going to support Vulcan—the gypsy village in Romania. We would therefore be grateful for any donations of the following items: buggies, baby and children's clothes, bottles and dummies, 1st baby milk, duvets, kettles, toasters and cd players. Second hand items are very acceptable as long as they are in good working order.

Parking

Please drive forward into the car park as far as space allows. Some parents are blocking the entrance and this is proving to be very dangerous.



Caption describing picture or graphic.

“To catch the reader’s attention, place an interesting sentence or quote from the story here.”



Caption describing picture or graphic.

Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar

of upcoming events or a special offer that promotes a new product.

You can also research articles or find “filler” articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you’re finished writing your newsletter, convert it to a Web site and post it.

Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new

employees or top customers or vendors.

Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you’re trying to convey. Avoid selecting images that appear to be out of context.

thousands of clip art images from which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.

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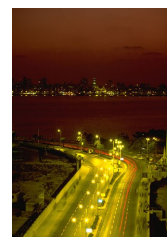
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Trinity School

Primary Business Address

Your Address Line 2

Your Address Line 3

Your Address Line 4

Phone: 555-555-5555

Fax: 555-555-5555

E-mail: someone@example.com

Your business tag line here.



This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.

We're on the Web!
example.com

Back Page Story Headline

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your newsletter a personal touch. If your organization is

small, you may want to list the names of all employees.

If you have any prices of standard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual charity auction.

If space is available, this is a good place to insert a clip art image or some other

graphic.



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