



Pre-School.  
Ladybird setting.



Pre-School.  
Butterfly setting.



Breakfast Club  
Early Bird Setting.



After-School Club  
Sea-Horse setting



Pre-School.  
Caterpillar setting.



After-School Club  
Starfish setting



Summer Club  
Turtle Setting.

## April-May 2014 Summer term Butterfly setting Newsletter.

Rainsford way. Hornchurch, Essex. RM12 4BP.

Tel-07868590460 9.00am-2-00pm Finish

STAFF– Bev, Teresa, Lesley, Mel, Jayne, Carol, Danielle & Kirstie-

Staff would like to wish you all a very happy Easter and we look forward in working in partnership with you & your child through-out their sessions with us and look forward to your continued support. P.W.C will be returning on **Tuesday 22<sup>nd</sup> April 2014** and finishing on **Friday 23<sup>rd</sup> May 2014** at 2-00pm. This term will be **5 weeks** long. All details will be on our website.

**Notice-** Please note the **fees letter** will have to be brought in and Signed by a manager when fees are paid, the bottom part we keep As a receipt of payment. If you have changed your Address or Telephone numbers, could you please inform a member Of staff, so we have the correct relevant emergency information? We are looking at parents/carers either paying by bacs payments or Childcare vouchers instead of cash, if you require more details Please speak to a member of management.

### Festival dates/Special events.

23<sup>rd</sup> April 2014 2013-St George's Day.  
2<sup>nd</sup> May 2014 2013-Birthday of Guru Arjan Dev (Nanakshahi calendar) (Sikh )  
4<sup>th</sup> May 2014 2013-Yom Hazikaron (Jewish )

### Safeguarding and Promoting Children's Welfare

Parents, Carers or Visitors-

To ensure the protection of the children in our care, usage of mobile phones in the setting or on the grounds of the school is prohibited. We respect that there are times when adults may need to use their mobile phone but they will be asked politely by a member of staff to take the call off the school grounds! Many Thanks!

Each week we have **'SHOW AND TELL'**. On the notice board will be a list of topics and a note of what we would like the children to bring in to talk about.  
(W/E 1) 22/04/2014 - England.  
(W/E 2) 28/04/2014 - Under, On, or Above sheet.  
(W/E 3) 05/05/2014 - Ribbons.  
(W/E 4) 12/05/2014 - Float or sink.  
(W/E 5) 19/05/2014 - Books under the sea.

### Notice-

For funded children a Parental declaration will have to be complete at the start of every term in-line with new code of practice for early years funding for 2, 3 & 4 year old children.

**Note-** If you feel unsure about anything please talk to our Manager. All children are allocated a **Key-Person** and a staff Member is always available to discuss any problems or concerns you may have in setting hours.

**Achievements-** We operate a **WOW** tree with-in our settings. The purpose is for the children to display their achievements outside of the pre-school setting and share this with our setting. This could be what your child achieves at an outside club e.g.:swimming,

**Notice- Please** Post any suggestions in our comment box (**Good or bad**) All feed back will be taken on board, to keep an excellent service for your children. The red post box is on the wall on the left before you reach the setting..

### Key-person Groups

Teresa Patrick  
**Senior Manager-**  
Lesley Fassenfelt  
**Deputy Manager (Covering Forest Row)**  
Carol Sullivan.  
**Green Group-**  
Danielle Punt  
**OrangeGroup-**  
Melissa Sheenan  
**Blue Group-**  
Jayne Swain  
**Yellow Group-**  
Kirstie Witton  
**Purple Group**

### Topic-

Week One	St Georges Day
Week Two	Under, On, or Above the sea.
Week Three	May day.
Week Four	Under, On, or Above the sea.
Week Five	Under, On, or Above the sea.

We have a **'Wish List'** of resources that we need for the Pre-School:-  
Spare socks – pants – knickers – tights, Super hero costumes.  
Variety of paper and card, Envelopes or the envelopes that sometimes come with your 'bills' Pens, Pencils

### Staff Notice-

Welcome to Kirstie Witton in butterfly setting, who will take over Purple Group.

### Health & Safety- Road Safety-

Please **do not** park in the school car park even if the gates are open. The school have asked us to inform parents that they must use the pedestrian gate and walk around the side of the school fence and **not** through the car park following the **P.W.C signs**. As indicated in the Wykeham primary school newsletter, we need to ensure the safety of our children when they are travelling to and from school and have become concerned at the number of cars driving inappropriately near to the school gates. Please take care; it's your child welfare. Please do not hook the gate open at any time or ring the **buzzer**. A member of staff will be present upon entry and exit. Please could you make sure your children stay close to you at all times. Intercom system for P.W.C use only. It has been brought to our attention that the entrance to Rainsford way, Please could you kindly not lean on any walls while waiting to collect your child. Thank-you!

### Time-Keeping.

**Rainsford Way and Barton Road gates are open at (8.55am). It is important that you both arrive in good time. As you will appreciate late children can disrupt our morning routine and can be very unsettling for your child. Please could you ensure you arrive at 9-00am prompt. The gates will be closed by (9.15am) as the staff need to be back in the classroom to work with the children. After 9.15am only Rainsford Way gate will be able to be used by the intercom. A late Charge of £5.00 every half an hour is also inline with our late policy. Please be aware we finish at 2-00pm. Thank-you.**

### Parent Notice-

A big thank-you to all parents that took part in supporting us with help on our Tesco activity days. This was over two days last term. We will be attending one more session this term for the children that had not attended this event. The children were great walking to Tesco Roneo corner, and were given a preview of the staff areas within the store. The freezers were cold, but watching and smelling the cakes baking was a treat in its self. The children enjoyed identifying different colour foods and understanding the importance of eating healthily. Big thank you to Tesco for letting our children attend.

### Lunches

We discourage children to share and swap their food with one another. This is to protect children with food allergies. For children who drink milk, we will provide fresh, milk and water throughout the session. We **do not** have the facilities to store or refrigerate food. We therefore ask that you provide an ice pack in your child's lunch bag or box. Please ensure your child's lunch bag or box is clearly labeled with his or her name. Please do not put treats like sweets, nuts, fizzy drinks or chocolate or peanut in your child's packed lunch. Our setting reserves the right to not allow any such items to be consumed at our snack break. Even if your child does not suffer from a food related allergy, we kindly ask you to avoid putting items in your child's lunch that may cause a problem for another child in the setting. Please speak to a member of staff if you have any concerns.