

February-March 2015
Spring Term
Butterfly Newsletter.



Tel-07868590460

For all your childcare needs. Email Parklaneswykehamchildcare.admin@hotmail.co.uk

- 
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.

21, Barton Road.Hornchurch,Essex.RM12 4AA.

On behalf of all the staff at Parklanes Wykeham Childcare we welcome you back after the half term break. We look forward in working in partnership with you & your child through-out their sessions with us and look forward to your continued support. This term is 5 weeks long, Returning back week commencing **23rd February 2015 from 8-00am** and finishing on **Friday 27th March 2015 at 3-00pm** All our 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 your 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.

Safeguarding and Promoting Children's Welfare

Parents, Carers or Visitors-
 To ensure the protection of the children in our care, usages of mobile phones in the setting or on the grounds of the school are 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!

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) 23/02/2015 – Daffodil Junk Modelling.
 (W/E 2) 02/03/2015 - Photo/Toy Mini Beast.
 (W/E 3) 09/03/2015 – Mothers/Carer Day Photo.
 (W/E 4) 16/03/2015 – Mothers/Carer Day Photo.
 (W/E 5) 23/03/2015 – Easter Bonnet Parade

Notice-

For funded children a Parental declaration will have to be completed 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 will be operating a **WOW** tree with-in our setting. 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.

Parent representatives -

Welcome aboard our parent representatives **Sarah Dodds. Angela O'Brien.** Please see our parents notice board for details.

Christmas Raffle parent winners-

Hannaway Family. Michelle Kersey.
 Christmas Raffle child winner- **Alexandra Lyubomirov**
 Thank-you for your support. All monies raised went towards the Christmas party and presents.

Topic-

Week One:	Nature Trail.
Week Two:	Nature Trail.
Week Three:	Someone Special.
Week Four:	St Patricks Day.
Week Five:	Easter.

Key-person Groups

- Teresa Patrick **Senior Manager**
- Jayne Swain **Yellow Group**
- Melissa Sheenan **Blue Group**
- Kirstie Witton **Orange Group**
- Louise Scammell **Green Group**
- Natalie Dunseath **Purple Group**
- Welcome to Fiona Alexander as our new acting Deputy Manager.**
- Pink Group**

Time-Keeping and Lateness

Access to the setting is via **Mansard Close and Barton Road** and it is important that you both arrive in good time. As you will appreciate, late children can disrupt our routine and can be very unsettling for your child. Please make sure you arrive promptly for the start and finish of your child's session. .
 The gates will be closed after 20 minutes as the staff will need to be back in the rooms to work with the children. The gates will be opened at 11-20am, 11-55am and 2-45pm.
 A **late Charge** of **£5.00** every half an hour is also in line with our late policy.

Health and Safety:- Please be aware of the extensive work that is going on around the preschool grounds over the next few weeks.

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 in our reception area.

Notice- If you have not yet **'returned'** your September 2015 intake letter, could you please ensure these are returned by Wednesday 25th February 2015 to secure a place at our setting.

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 , chocolate , peanut or fruit strings 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 other children in the setting. Please speak to a member of staff if you have any concerns or allergy updates.

Parent Questionnaires

– Thank you for returning your parent questionnaires We have read these and taking notice of all your comments all of which are important to us for improving our service to you. If you feel you have any other concerns please speak to a member of staff to arrange an appointment.

Parking- Please be aware this is very important issue!

- If you do need to park outside the school to drop off or collect your child from our setting, please be courteous to those who live nearby. Please do not block resident's driveways or Double Park in any of the neighbouring streets. This is a serious concern with all residents with-in the area and we all need to respect others who live nearby. Our policy is we would like to see as many of our parents encouraging their children to walk too and home from our setting. We understand we all have busy schedules, but please be aware and respect others in the area. Our children's **SAFETY** is of paramount importance to all of us. A member of staff will be at hand on the gates if you have any concerns.

Festival dates/Special events.

- 01/03/2015-St David's Day.
- 15/03/2015- Mothers Day.
- 17/03/2015- St Patricks Day.
- 05/04/2015-Easter

Ofsted Inspection-

Ofsted came into the setting on 28th January 2015 for an inspection of our setting!
 We achieved **'OUTSTANDING'** in all areas.

Well done to all the staff. what an achievement and team effort.

Staff Christmas hamper-

Congratulation to the Winners this year-
 1st **Teresa Patrick**
 2nd **Danielle Punt (Forest Row)**
 3rd **Lorraine Fisher**
 4th **Natalie Dunseath.**

This page was created using **Nitro PDF SDK** trial software.

To purchase, go to <http://www.nitropdf.com/>