

**February-March 2018**  
**Spring Term 2**  
**Ladybird & Butterfly**  
**Newsletter.**




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

On behalf of all the staff at Parklanes Wykeham Childcare Ltd we would like to wish you all a very enjoyable half term break and we look forward to working in partnership with you and your child throughout their sessions with us.

**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.

**Spring Term 2 – This Term is 6 weeks long.**  
 We will be finishing on Friday 9<sup>th</sup> February 2018 for our Half Term Break.  
 Parklanes Wykeham Childcare Limited will be closed from Monday 12<sup>th</sup> February 2018 to Friday 16<sup>th</sup> February 2018  
 Reopening on Monday 19<sup>th</sup> February 2018 from 8-00am

**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!


**Our Designated Safeguarding Lead-**  
**Mrs Beverley Nicholls**  
**Deputy Designated Safeguarding-Leads are:**  
**Mr Andrew Nicholls**  
**Mrs Teresa Patrick**  
**Mrs Jayne Swain**  
**Mrs Lorraine Fisher**  
**Mrs Melissa Sheenan**

**Just a reminder- Labelling all children's clothing and belongings -**

Could all coats, bags, Wellingtons, lunch boxes and anything that your child may bring into the setting is clearly labelled with their name, as items left at the end of each term will be donated to charity shops in the local area. If you feel you have left any items behind we keep the lost property in a box, but only until the end of term as we do not have a large enough store room to cater for items left. Please speak to a member of staff to look

**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. If the children wish to bring in a drink for the session please ensure this is only water. 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. **Please refrain from putting too many sweet items in their lunch box**



*We will be opening for the following dates:-*


**Easter Holiday Club 09/04/2018 to 13/04/2018 9 (One Week Only)**

**Summer Holiday Club**  
 16/07/2018 to 20/07/2018  
 23/07/2018 to 27/07/2018  
 30/07/2018 to 03/08/2018  
 06/08/2018 to 10/08/2018  
 13/08/2018 to 15/08/2018



*Please see Bev, Andy, Teresa or Jayne for further information*  
**Book Early to avoid any disappointment!!!**

**Important dates for your diary**  
 Parent meetings will be from Monday 12<sup>th</sup> March 2018 to Friday 23<sup>rd</sup> March 2018. These meetings will be 15 minute slots.  
 This is a time for you to discuss your child's progress with their key person.  
 Parklanes Wykeham Childcare operate an 'Open Door Policy'



**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.

**Hour for our setting-**  
 08-45am-11.45am Three Hours  
 11-45am-2-45pm Three Hours  
 08-45am-2-45pm Six Hours  
 08-00am-6-00pm Ten Hours  
 Extra hours can be agreed with Management to suit the settings requirements.

**Health and Safety:-**  
 Parklanes Wykeham Childcare Entrance gates are operated through an 'Intercom System' please press the button and wait for the gates to be opened. Please ensure that the gates are fully closed behind you!"  
 Please be aware **NO** dogs unless guide dogs are allowed on the settings grounds. Thank you.

**Notice-** For all funded children a 'Parental Declaration' will have to be completed during **March 2018** in-line with the Code of Practice for early years funding for 2, 3 & 4 year old children. **These forms will be ready for you to complete during March and you will need to fill this in to secure your child's place.** Please see Teresa or Jayne

**Parking-**  
**Please beware 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 within 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 to and 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. Please remember there is a **PSPO** in place between the hours of 8-00am-9-30am & 2-30pm to 4-00pm. If you are unsure, please speak to a member of management for more details.

**NO PEANUT BUTTER OR NUTELLA**  
 Please be aware of the danger of young children eating 'whole' grapes if you are going to put them in their lunch boxes could you ensure that you have cut them in half.

**For all enquiries, please speak to Bev - (07752546910). Andy-(07763412496)**

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**Read write Inc**

All of our school aged children will be taught daily our phonics programme which is taken from 'Read Write Inc'. The programme enhances your children's understanding of speech sounds and also the ability to form letters correctly. Each sound comes with a rhyme which helps your child to use the correct formation of the letter. The children have made fantastic progress so far and we as a setting are really pleased with the interest they have shown at learning new skills. If you have any further questions please feel free to speak to **Jayne Swain**.



**30 Hours Free Childcare**

**PWC is offering 30 hours free childcare.**

**If you are a parent of three or four year and you are interested please apply on line to see if you qualify.**

<https://www.childcarechoices.gov.uk/>

**Once you're registered for the scheme, Parents will need to reconfirm and validate their eligibility every three months by logging into your Childcare Services account. The government will send you a reminder text message or email ahead of the deadline. Failing to complete it could result in your care of 30hrs being withdrawn.**



**Early Years Pupil Premium: Pre-school support funding**

Early Years Pupil Premium (EYPP) is additional funding for early years pre-school settings to improve the education they provide for disadvantaged 3- and 4 year-olds including, but not restricted to, those adopted from care. The funding goes directly to registered early years providers (including pre-schools, nurseries and child minders) that offer children the free early education entitlement. This extra funding will be spent to Close of gap in attainment with training and resources to suit the requirements of the setting.

**Key-person Groups**

- Teresa Patrick - Senior Manager.**
- Jayne Swain - Manager/Purple Group.**
- Lorraine Fisher - Room Leader Ladybird Setting.**
- Sarah Dodds - Room Leader Butterfly setting.**

**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.



**Staff Training December 2017 - February 2018**  
 Team training:-

- Phonics (Read, Write, Inc)
- Characteristics of Effective Teaching and learning
- Lorraine Fisher - Elklan (10 Weeks)
- Jayne Swain - Mathematics and Outdoor Learning
- Bethany Tollon - Intro to EYFS
- Beverley Nicholls - Safer Requirement
- Beverley Nicholls - MASH Process
- Lorraine Fisher - MASH Process
- Melissa Sheenan - Designated Safeguarding Lead
- Teresa Patrick - SEN Inclusion
- Beverley Nicholls, Teresa Patrick and Emily McNeil - Baby Project (4 Parts)
- Melissa Sheenan - PCP Transitions
- Jayne Swan - Transitions

**Travelling Teddies 'Reggie and Bubbles'**

Reggie and Bubbles are both enjoying their sleep over's with the children. We love to read and share their experiences with all the children. All children will have an opportunity to spend time with them.



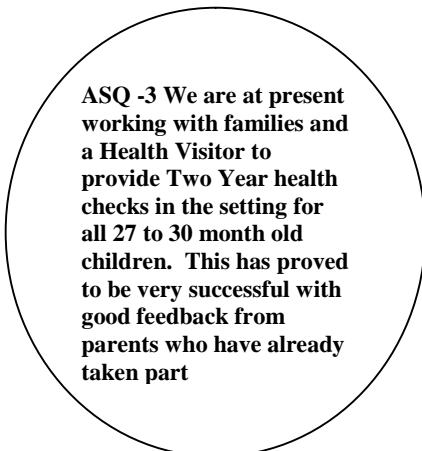
**Parent Rota - Mother's Day Week**

Mother's Day will soon be with us and we would like to invite you to come and spend some time with us and your child. This is a great opportunity for you to become involved in their learning. You do not have to stay for a whole session, it can be for an hour or more or you can even stay for lunch.

**Mother's Day Stall Monday 5<sup>th</sup> March 2018 to Friday 9<sup>th</sup> March 2018 for children to purchase a gift. If you would like your child to take part could you please put £2.00 in a small envelope with their name on.**

**Festivals and Celebrations we will be covering this term:**

- 01.03.2018 Holi (Festival of Colour)
- 01.03.2018 St David's Day
- 11.03.2018 Mothering Sunday
- 17.03.2018 St Patrick's Day
- 30.03.2018 Good Friday
- 02.04.2018 Easter Monday



**Parklanes Wykeham Childcare Ltd**

are always looking at ways for offering even better facilities in the learning environment for all the children within the setting and as highlighted in our SEF (Self evaluation form) Our development plans for 2018 is to improve our:

- Digging and Growing Area with Signage.
- Appropriate equipment
- Fenced area
- Raised Flower Beds

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