

**February–March 2016**  
**Spring Term**  
**Ladybirds & Butterfly.**  
**Newsletter**

Parklanes Wykeham



Childcare Limited

For all your childcare needs. Email [Parklaneswykehamchildcare.admin@hotmail.co.uk](mailto:Parklaneswykehamchildcare.admin@hotmail.co.uk)

**Tel-07738506600**



**21, Barton Road. Hornchurch, Essex.RM12 4AA.**  
**Website – [www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk)**



On behalf of all the staff at Parklanes Wykeham Childcare Ltd we would like to welcome you back after the February Half Term break. We look forward to working in partnership with you and your child throughout their sessions with us. This term is 5 weeks long, returning back on **Monday 22<sup>nd</sup> February 2016**, and finishing on **Thursday 24<sup>th</sup> March 2016** (Closed Friday 25<sup>th</sup> March 2016-**(Good Friday)**) 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 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.

Please visit our website:- [www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk) for more information about us.

**Safe Guarding.**



**Passwords!**

All parent/Careers upon registering should be aware that they have a password to release their child/ren from our care at the end of a session. If you have forgotten or require changing your password, please let us know.

**Contact Numbers!**

We all change our mobile phones, some keep the existing number, and some have a new number. Please can you inform us of any changes and updates?

**Medication!**

Please note if a child requires medication administered they would need to complete a PWC Medication form (20) for our records.

**Special requirements-**

Please inform us of any allergies or dietary requirements that your child/ren may have to keep our records up to date.

**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 located in our reception area.

**Parent representatives -**

Welcome aboard our parent representative **Angela O'Brien and Melissa Mallinder 07738506600**

Please see our parent's notice board for details or visit **Parents and Friends of PWC** on Facebook.

**Parental Declaration and**

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.

**Please note that this terms fees are due by Friday 4<sup>th</sup> March 2016 any fees outstanding after this date will incur a 10% late payment charge.**

**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 have introduced 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.

**Please be aware that children should not be wearing any jewellery at pre-school. If earrings cannot be removed, can they please be covered with plasters.**

**If pushchairs are needed to be left, these should be folded down and NOT left in front of any fire exits.**

**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 settings grounds!

**Important dates for your diary**

**St. David's Day 1<sup>st</sup> March 2016**  
**Mother's Day 6<sup>th</sup> March 2016**  
**Palm Sunday 20<sup>th</sup> March 2016**  
**Good Friday 25<sup>th</sup> March 2016**

**Time-Keeping and Lateness**



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. .

**Please be aware we finish at 3-00pm.Thank you.**



**Weather**

As the weather is now taking a turn for the worse please send in appropriate clothing for outside play Wellies, Gloves, Hat, Scarf and Coat.

**Ladies Pamper & Shopping Night**

Friday 4<sup>th</sup> March '16  
 6.30pm – 9-00pm Contact us on FB page 'Parent & Friends of PWC' or see Bev, Teresa, Angela, Mellissa or Jo



**Pupil Premium-** Is available at setting and it will require additional Information from parents to find out if they are eligible for this funding. Early years Pupil Premium is extra funded support for children's development, learning and care. Please speak to a member of management to find out more details.

**Health and Safety:-** Parklanes Wykeham Childcare Entrance gates are now operated through an 'Intercom system' please press the button and wait for the gates to be opened. Please ensure that the gate is fully closed behind you.

For all enquiries, please speak to Bev - (07752546910). Website: [www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk)



Ofsted Registered Breakfast Club, Pre-School Settings, After-school Clubs, Summer Clubs.



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.

### 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 through our overflowing box. Also would parents send in some spare clothing, clearly labelled for their child.

Thank you.

#### PWC Spare Uniform

Can you please return any uniform back that has been used by us when your child needed to be changed

### Parking-

#### Please be aware this is very important issue!

- If you do need to park outside the setting to drop off or collect your child/ren, please be courteous to those who live nearby. Please do not block resident's driveways or Double Park in any of the neighbouring streets or park on the pathway. 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 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.

#### Topic-

Week One:	Three Little Pigs (Story Book)
Week Two:	Three Little Pigs
Week Three:	Three Little Pigs
Week Four:	Three Little Pigs
Week Five:	Easter

### 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. Lunches should be prepped for your child's individual needs. No whole oranges, apples, pears, tomatoes these should be peeled and sliced. Only water no fizzy drinks or any other juices and put in a suitable container to be able to gain access.



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.

### Is your child due to Start School in September 2016?

If your child was born between 1<sup>st</sup> September 2011 and 31<sup>st</sup> August 2012

Please ensure that you have now applied for a school as the deadline has passed.

[www.havering.gov.uk/eAdmissions](http://www.havering.gov.uk/eAdmissions)

### Parent Notice-

#### Resources

Please note in the Reception area will be displayed a 'Wish List'

This list is a selection of resources the pre- school would like. These resources will help the children with their learning and development.

We would be grateful for any donations of these resources  
Unwanted – Saucepans, Large/small Spoons, Frying Pans  
Natural Resources – Bricks, Wood, Pebbles (large) , Shells  
Signage ie. Men at Work, Constr

Wallpaper

Comics

Tyres

Crates

Skipping Ropes

Football Balls

Dressing Up

Hard Back Books not paper back

Stickers for messy play

Sequins, Glitter etc.

Spare Children's clothes, underwear, socks



#### Key-person Groups

Teresa Patrick - Senior Manager

Jayne Swain - Deputy Manager

All children have been allocated a key person these are displayed on the wall outside each classroom.

#### Butterfly Setting

Louise Scammell

Juliet Fitter

Emma Sullivan (Room Leader)

Danielle Punt

Melissa\_Sheenan

Kelly Lack

#### Green Group

#### Orange Group

#### Purple Group

#### Yellow Group

#### Blue Group

#### Red Group

#### Pink Group

#### Ladybird Setting

Kirstie Witton

Sarah Dodds

Lesley Fassenfelt

Lorraine Fisher

Jayne Swain Deputy Manager

Karen Cater (Support Worker)

Rachel McCreanor (Student)

### 'SHOW AND TELL' 22/02/2016 to 24/03/2016.

Each Week we have 'Show and Tell' and on the notice board there will be a list of topics and a note of what we would like the children to bring in to talk about. Show and Tell encourages your child to talk about what they have brought in and this helps them to develop their confidence, learn new words and develop their speech.

**Week One** 22/02/2016 to 26/02/2016

Make a little pigs house using straws, pebbles or wood on paper or 3D.

**Week Two** 29/02/2016 to 04/03/2016

Bring in something to do with St. David's Day for our display.

**Week Three** 07/03/2016 to 11/03/2016

From the story 3 little pigs please help your child make a mask of their favourite character.

**Week Four** 14/03/2016 to 18/03/2016

Create a flower to add to our flower arrangement for Palm Sunday.

**Week Five** 21/03/2016 to 24/03/2016

Easter Competition 50p entry fee – Collage and Easter Egg.