



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.

January-February 2014 Spring term Butterfly setting Newsletter.

Rainsford way. Hornchurch, Essex. RM12 4BP.

Tel-07868590460 9.00am-2-00pm Finish

STAFF- Bev, Teresa, Lesley, Caron, Mel, Jayne, Carol, Lorraine & Danielle-

Welcome back after the festive 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. P.W.C will be returning on **Monday 6th January 2014** and finishing on **Friday 14th February 2014**. at 2-00pm. This term will be **6 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.

Notice- For funded children a Parental declaration will have to be complete at the start of every term inline 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.

Lateness!-
Please be aware that we start at 9-00am. 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. 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.

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) 06/01/14 to 10/01/14-My Favourite Christmas presents.
(W/E 2) 13/01/14 to 17/01/14-Something to do with Winter.
(W/E 3) 20/01/14 to 24/01/14-Something Australian.
(W/E 4) 27/01/14 to 31/01/14-Chinese New Year.
(W/E 5) 03/02/14 to 07/02/14-Pancake day.
(W/E 6) 10/02/14 to 14/02/14-St Valentine's day.

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..

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!

Festival dates/Special events.
6th January 2013-Epiphany (Christian)
13th January 2013-St Hilary's Day (Christian)
14th January 2013-Makar Sankranti (Hindu)
18th January 2013-Milad un Nabi (Shia) (Muslim)
25th January 2013-St Paul's Day (Christian)
31st January 2013-Chinese New Year (Chinese)
31st January 2013-Birthday of Guru Har Rai (Nanakshahi calendar) (Sikh)

Key-person Groups

Teresa Patrick
Senior Manager-
Lesley Fassenfelt
Deputy Manager Purple Group
Carol Sullivan.
Green Group-
Caron Tull
OrangeGroup-
Melissa Sheenan
Blue Group-
Jayne Swain
Yellow Group-
Lorraine Fisher
-Support -
Danielle Punt
Pink Group-

Parents notice- Many thanks to all parents that supported us with our Christmas concert and church visit. Well done to all the children and staff. We look forward in arranging other events for parents to attend. Thank-you to all parents/carers that attended our Parent workshop meetings, this gives you the chance to meet with your child's key-person to view your child's progress and if you have any concerns. We look forward in supporting our children and Parents/carers.

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!

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 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, such as nuts.

Staff Notice- Rachael Blue Group as from 1st January 2014 will be on Maternity leave. We will keep you all informed nearer the date as to the outcome of the baby. We welcome Danielle Punt to our setting and she will be joining us in January 2014.

This year's staff hamper go's too!

1st Melissa Sheenan (Butterfly Setting)
2nd Teresa Silverstone (Caterpillar Setting)
3rd Teresa Patrick (Ladybird-Butterfly Setting)
A big thank-you from the management to all the staff, and for attending our annual Christmas meal. Have a well earned rest and we look forward to working as a team in the new year.