

**January-February 2017**  
**Spring Term**  
**Ladybird & Butterfly**  
**Newsletter.**

**Parklanes Wykeham**



**Childcare Limited**

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

[www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk)

**Tel-01708-706959**

**Tel-07738506600**

**Tel-07868590460**



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 Ltd we would like to wish you and your family a very Merry Christmas and a Happy New Year. We look forward to welcoming you back on Wednesday 4<sup>th</sup> January 2017 and to continue 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 Dates – This Term is 6 weeks long.**

**Returning-Wednesday 4<sup>th</sup> January 2017 and finishing on Friday 10<sup>th</sup> February 2017 for our Half Term break.**  
**Parklanes Wykeham Childcare Limited will be closed from Monday 13<sup>th</sup> February 2017 to Friday 20<sup>th</sup> February 2017**  
**And reopening on Monday 23<sup>rd</sup> February 2017**

**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!

**Notice-**

For funded children a **Parental declaration** will have to be completed for the start of **January 2017** term in-line with new code of practice for early years funding for 2, 3 & 4 year old children.  
**These forms will be ready for you to complete ASAP. Please see Teresa or Jayne.**

**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.

**September 2017 Primary School Admission.**

**Starting a Havering infant or primary school in September 2017**  
**September 2017**  
**If your child was born between the 1<sup>st</sup> September 2012 and 31<sup>st</sup> August 2013 they are due to start infant/primary school in September 2017 –**  
**The online application process started on 01<sup>st</sup> September 2016 and closing date is 15<sup>th</sup> January 2017.**

**Please see Teresa or Jayne for any advice on how to do this.**  
**Website- [www.havering.gov.uk/admissions](http://www.havering.gov.uk/admissions)**  
**Applying online for an infant or primary school via [www.havering.gov.uk/eadmissions](http://www.havering.gov.uk/eadmissions)**

**Parklanes Wykeham Childcare Ltd.**

Are proud to announce that for the 3<sup>rd</sup> Time running we have been awarded the **'Basic Skills Quality Mark'** This is an award to recognise the quality of Learning and Development we provide.



**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.  
**Please be aware we finish at 2.45pm. unless extra hours agreed with management. Thank you.**



**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 gates are fully closed behind you!"**

**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

**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.

**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.



**Parking-**

**Please beware this is very important issue!**

Please be aware of the new parking arrangements that have been enforced and especially the times.

**No Stopping, Parking or dropping school children between the hours of:**

8-00am to 9.30am And 2.30pm to 4-00pm

CCTV is in operation

**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.**

**Parent representatives –**

Our parent representative are **Angela O'Brien and Melissa Mallinder 07738506600 –**

**Parents and Friends of PWC on Facebook**

They will be arranging a coffee morning in the New Year (date TBC). This is a wonderful time for you to become involved with your child's preschool and take part in the Fundraising events.

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



Ofsted : Early Years Day Care Settings, Breakfast Clubs, After-School Clubs, Summer Clubs.

### Parent Rota

Why not come and spend some time in the setting with us and become involved in their learning. You do not have to stay for a whole session, It can be for a whole session, it can be for one hour or more or you can even stay for lunch!!

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### Two Way Books

Two Way books have now been supplied to all children as a way of communication between you and your child's key person. Please take time to use these



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### SHOW AND TELL' 4<sup>th</sup> January 2017 to 10<sup>th</sup> February 2017

- Week 1 – 04/01/2017 to 06/01/2017 Bring in any item that starts with letter of your child's name.
- Week 2 – 09/01/2017 to 13/01/2017 Use a variety of materials to create a collage of your favourite colour.
- Week 3 – 16/01/2017 to 20/01/2017 Bring in something special to talk about.
- Week 4 – 23/01/2017 to 27/01/2017 Make a Chinese Lantern.
- Week 5 – 30/01/2017 to 03/02/2017 Bring in an item of fruit for our fruit-tasting snack.
- Week 6 – 06/03/2017 to 10/02/2017 Picture or Model of a Zoo Animal.

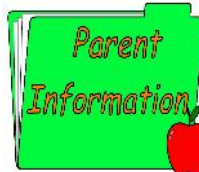


### Key-person Groups

Teresa Patrick - Senior Manager.  
Jayne Swain – Deputy Manager/Red 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.



### Parent Notice- Resources (NEW or OLD)

Please note in the Reception area will be displayed a 'Wish List' This list is a selection of 'Natural 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 for our Expressive Arts and Design Area

Wood, Bricks, Large Pebbles' Metal padlocks  
Pine Cones, Nuts, Bolts, Washers, Conkers, Boxes, Old material, Keyboards, Elastic bands, Pegs' Old sheets, Pots & pans, New small car tyres.

### Staff Training November 2016 – December 2016

Melissa Sheenan – SENCO Accreditation  
Emily McNeil and Jo Chalk  
Maisie Regan and Lindsay Hedgecock  
Child Led Activity (Re imagine Learning)  
Future whole team training – Introduction to SENCO 3<sup>rd</sup> January 2017

### Name the Bear

Thank you to all the children who entered the 'Name the Bear' competition

We are proud to announce the winners of the competition are:

#### Ladybird Setting :

#### Logan Price

The Teddy is now called

#### 'Dudley

#### the Teddy Bear'

#### Butterfly Setting:

#### Sklyah Cordingley

The Teddy is now called

#### 'Fluffy'



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 2017 will be to provide:-

- A painting area.
- Mud Kitchen area.
- Extra child friendly signage.

Week One:	Literacy Books
Week Two:	Winter Theme Books
Week Three:	Winter Theme Books
Week Four:	Chinese New Year
Week Five:	National Story Telling Week
Week Six:	National Story Telling Week



### Read write Inc

I have begun to teach the school aged children 'Read Write Inc'. This is a phonics programme used in many of the Reception classes across Havering. We have started with the 1<sup>st</sup> phase phonics with 'M' being the first letter and sound. The children are able to identify this sound and write it. The children have responded very well to this new programme and enjoy the phonics sessions being taught in the classroom. We will introduce further sounds as the children become more aware and responsive to the methods being taught. Please feel free to ask me any further questions relating to the programme.

Jayne Swain

### Our SENDco's are

#### Melissa Sheenan

#### and Jayne Swain

Mel and Jayne are available to speak to if you have any concerns about your child, with either Speech and Language or any learning developmental delay.

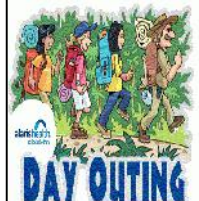


### Christmas Concert-

Thank-you to all parents/carers who attended and supported our Christmas concert within Wykeham Primary school. The children worked so hard learning the carols and their lines. Well done to all!

### Church Visit-

Thank-you to all parents/carers who attended and supported our Outing to Visit to the Holly cross church on Thursday 8<sup>th</sup> December 2016. Excellent turn out to support our setting. Many thanks to all.



### Festivals and Celebrations

#### Festivals and Celebrations

25/01/2017 Burns Night

28/01/2017 Chinese New Year (The Year of the Monkey)

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.

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



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