

September-October 2015

Autumn Term  
Ladybirds & Butterfly.

Newsletter



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.

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. a very warm welcome back from the summer, break to all our new and existing parents/guardians. We look forward to working in partnership with you and your child throughout their sessions with us. This term is 7 weeks long and will be finishing on Friday 23<sup>rd</sup> October 2015 for the half term break and will be returning on Monday 2<sup>nd</sup> November 2015. 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.

**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!

**Parent representatives -**

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

Please see our parent's notice board for details.

**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.

**Staff Changes:** Ladybirds and Butterflies would like to welcome:

Jayne Swain as **Deputy Manager**  
Juliet Fitter  
Lesley Fassenfelt  
Danielle Punt  
Sarah Dodds  
Rachel McCreanor.(Student)  
We would like to wish all the staff good luck in their new roles.

**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.

**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 are 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 over flowing box. 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 gate is fully closed behind you.

**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 3pm. Thank you.



**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 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.

**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.



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.



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### Key-person Groups

Teresa Patrick - Senior Manager

Jayne Swain - Deputy Manager

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

### Butterflies

Louise Scammell  
Emma Sullivan (Room Leader)  
Danielle Punt  
Melissa Sheenan  
Lesley Fassenfelt  
Juliet Fitter

**Green Group**  
**Purple Group**  
**Yellow Group**  
**Blue Group**  
**Red Group**  
**Orange Group**

### Ladybirds

Sarah Dodds  
Natalie Dunseath  
Lorraine Fisher  
Jayne Swain **Deputy Manager** – Rachael McCreanor  
Kirstie Witton

### Parent Notice-

#### Harvest Festival Week Commencing 12<sup>th</sup> October 2015

We are asking for donations for Harvest Festival this year and all donations will be given to the Holy Cross Church for their food bank



### 'SHOW AND TELL' 07/09/2015 to 23/10/2015

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.

<b>Week Four</b>	28/09/2015 to 02/10/2015	Can you bring in a photo of your family for us to use on a family tree (don't forget to put your name on the back)
<b>Week Five</b>	05/10/2015 to 09/10/2015	Can you bring in a photo of yourself as a baby and a photo of yourself now So we can talk and see how you have grown (don't forget to put your name on the back).
<b>Week Six</b>	12/10/2015 to 16/10/2015	<b>Harvest Festival-</b> Please bring in an item of food for our 'Harvest Festival' display. Please make sure any tins are in date.
<b>Week Seven</b>	19/10/2015 to 23/10/2015	<b>First letter of Name</b> – Can you bring any item/object that begins with the first letter of your name i.e. Amy (A) Apple – Bobby (B) Ball



	Topic-
<b>Week One:</b>	Settling children in
<b>Week Two:</b>	Settling children in
<b>Week Three:</b>	Settling children in
<b>Week Four:</b>	All About Me
<b>Week Five:</b>	All About Me
<b>Week Six:</b>	Harvest Festival
<b>Week Seven</b>	All About Me