

**June-July 2015  
Summer Term  
Caterpillar Newsletter.**



**Tel-07754064665**



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

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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.

**Forest Row Centre. Lodge Lane, Collier Row, Romford, RM5 2LD**

On behalf of all the staff at Parklanes Wykeham Childcare, we welcome you back after the half term 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. This term is 7 weeks long, Returning back week commencing **1<sup>st</sup> June 2015 from 9-30am** and finishing on **Thursday 16<sup>th</sup> July 2015 at 2-30pm**. All our 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.

**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!

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) 01/06/2015-rainbow pictures.  
(W/E 2) 08/06/2015-Tree Rubbing.  
(W/E 3) 15/06/2015-Photo-Dad or male family member.  
(W/E 4) 22/06/2015- War Memorabilia.  
(W/E 5) 29/06/2015- Police/Nurse/Lollipop person.  
(W/E 6) 06/07/2015- Fire Person/Paramedics/Doctors  
(W/E 7) 13/07/2015- Party Week.

**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/Deputy.

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 operate a **WOW** tree with-in our settings. 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, dancing, football.

**Parent rep/s required-**

Would like to Support your Children's Setting in developing its services. Could you represent other parents and voice your opinions as to what you would like our setting to offer. **YES!** Then why not become a parent representative.

**Who to contact-**

If you are interested in becoming a Parent Representative or would like more information please contact-  
**Beverley Nicholls**  
Tel- 07752546910.

**Festival dates/Special events.**

- 17<sup>th</sup>/18<sup>th</sup> June 2015- Ramadan. (Muslim)
- 21<sup>st</sup> June 2015-Summer Solstice (longest day) (Pagan)
- 21<sup>st</sup> June 2015-Fathers Day (Secular)
- 12<sup>th</sup> July 2015-Asalha/ Dharma Day. (Buddhist)
- 23<sup>rd</sup> July 2015-Birthday of Emperor Selassie. (Rastafarian)

**Parent Notice-**

- Imagination Photos-** 10<sup>th</sup> June 2015 (9-30am-11-30am)
- Toddle Walk-** Tuesday 2<sup>nd</sup> July 10-00am
- Sports Day & BBQ-** Tuesday 7<sup>th</sup> July-(Fundraising!)
- Pre-School Graduation/Party-** Thursday 16<sup>th</sup> July

**Unfortunately we have been asked that No push chairs can be left at the setting while your child is present.**

**Time-Keeping!-**

Please be aware that we start at 9-30am. As you will appreciate, late children can disrupt our morning routine and can be very unsettling for your child when arriving late. Please could you ensure you arrive at 9-30am prompt. A **late Charge** of £5.00 every half an hour is also in-line with our late policy. Please be aware we finish at 12.30pm or 2-30pm depending on your child's hours. Thank-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.

**Topic-**

|                    |                      |
|--------------------|----------------------|
| <b>Week One:</b>   | Dry Paint Pictures   |
| <b>Week Two:</b>   | Marbling.            |
| <b>Week Three:</b> | Plaster Handprints   |
| <b>Week Four:</b>  | Armed Forces day     |
| <b>Week Five:</b>  | People that help us! |
| <b>Week Six:</b>   | People that help us! |
| <b>Week Seven:</b> | Party Week.          |

**Just a reminder-**

Could all coats, bags, Welles, 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 over flowing box. Thank you.

**Notice!-** Thank-you for your co-operation in the mornings in regards to children running up and down the corridors when waiting to come into pre-school. If they could wait with their parents it would much appreciated.

We would also like to ask parents to watch your children when signing out. The centre has asked us to be aware to stop any child playing or going behind the curtains as they do become unhooked and loose. We need to ensure the safety of our children when entering/exiting the hall out into the grounds of the centre, so please make sure your children do not run across the car park and they stay close to you at all times. Many Thanks.

**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. As we have children in our setting who are allergic to dairy, nuts and egg products. Could parents please be aware of this if they should give treats to other children? Please always check with the parent/carer first or a staff member. **Please speak to a member of staff if you have any concerns or allergy updates.**

**Key-person Groups**

- Teresa Patrick **Senior Manager**
- Lesley Fassenfelt **Manager-**
- Amanda Went. **Deputy Manager**
- Red Group-**
- Juliet Fitter. **Purple Group-**
- Louise Ridington **Yellow Group-**
- Senco**
- Clare Davy **Green Group-**
- Jelena Miskovic **Orange Group**
- Emma Sullivan/Kirstie Witton **Support-**

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.