

January – February 2016

Spring 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

Tel-07738506600

21, Barton Road. Hornchurch, Essex. RM12 4AA.

Website – www.childcare-pwc.co.uk



On behalf of all the staff at Parklanes Wykeham Childcare Ltd we would like to wish you all a very Merry Christmas and a Happy New Year and we look forward to welcoming you back from the festive break on **Tuesday 5th January 2016. (Closed on Monday 4th January 2016)**

We look forward to working in partnership with you and your child throughout their sessions with us. This term is 6 weeks long and will be finishing on Friday 12th February 2016 and will be returning on Monday 22nd February 2016. 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 for more information about us.

Safe Guarding.



Passwords!

All parent/Carers 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

Is your child due to Start School in September 2016?

If your child was born between 1st September 2011 and 31st August 2012 You must apply online for a school place before-
15th January 2016.
Apply online at:
www.havering.gov.uk/eAdmissions

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 term fees are due by Friday 15th January 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 school grounds!



Pupil Premium- Is available at this 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.

Important dates for your diary

Australia Day 26th January 2016

Chinese New Year 8th February 2016

Valentine Day 14th February 2016

Parklanes Wykeham Childcare will be closed on Monday 4th January 2016 for Staff Training and reopening on Tuesday 5th January 2016 At 9.00am

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.



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



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



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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. Thank you.

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.

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.



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.



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
Lesley Fassenfelt

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

Ladybird Setting

Kirstie Witton
Sarah Dodds

Lorraine Fisher
Jayne Swain Deputy Manager
Rachel McCreanor (Student)

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, Construction Signs
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



Topic-

Week One:	Shapes with Playdough
Week Two:	Gruffalo Story
Week Three:	Mixing Colours
Week Four:	Lazy Town
Week Five:	We're Going on a Bear Hunt
Week Six:	Negotiating Spaces

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SHOW AND TELL' 05/01/2016 to 12/02/2016

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	05/1/2016 to 08/01/2016	Collage of a variety of shapes.
Week Two	11/01/2016 to 15/01/2016	Different textured material ie: Hard Rough, Smooth and Soft (touchy, feely bag)
Week Three	18/01/2016 to 22/01/2016	A picture combining to 2 colours mixed together to make another colour Eg: Yellow & Blue = Green.
Week Four	25/01/2016 to 29/01/2016	Make a Boomerang.
Week Five	01/02/2016 to 05/02/2016	Under and Over Work Sheet.
Week Six	08/02/2016 to 12/02/2016	Chinese New Year - Year of the Monkey - Please bring in something to do with monkeys.