

**June-July 2017**  
**Summer Term 2**  
**Early-Bird &**  
**Seahorse Newsletter**



**Tel-07876263165**  
**3-00pm/6-00pm**

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

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



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.**

**Staff Members- Bev, Andy, Teresa, Jayne, Emily M, Maisie, Belinda, Emily S and Armanie**

On behalf of all the staff at Parklanes Wykeham Childcare Ltd we would like to wish you all a lovely half term Whitsun break and we look forward to welcoming you back on **Monday 5<sup>th</sup> June 2017**. We look forward to 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.

Please visit our website:- [www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk) for more information about us.

**Summer Term 2 Dates – This Term is 7 weeks long.**

**We will be closed from Monday 29<sup>th</sup> May 2017 to Friday 2<sup>nd</sup> June 2017**

**Returning on Monday 5<sup>th</sup> June 2017 finishing on Friday 21<sup>st</sup> July 2017 for the Summer Break**

**We will be closed on Monday 4<sup>th</sup> and Tuesday 5<sup>th</sup> September for Staff Training reopening on Wednesday 6<sup>th</sup> September 2017**

**Planning, Topics and Themes!** – We plan through the children’s interest and activity ideas every term. This works by the staff sitting down at the end of each term asking what theme they would like to do and then write down activity ideas this is linked with our After-school planning. An activity is taking place every week where the children have a choice to sit down with a staff member and carry the activity out. We are also introducing the children to evaluate their own planning at the end of each week. The children have also asked for a “Film Night”. This will be arranged for different night of each week of term (Film Age Appropriate) **Homework** Children are able to do their homework with us either reading, spelling or maths, although they may tell us they do not have any! So please could you inform us in writing if there is any particular night that your child has homework and you would like us to do this with them

**Snack Menu!** -All children will have the opportunity to plan their menu for the next week from a list of available food. There will be a choice of hot food and either wraps/sandwich/crackers.



**Parking-**

Please be aware of the 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** as CCTV is in operation. Our settings 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. Can parents **PLEASE** complete a short questionnaire online at Havering councils school parking enforcement page <https://www.havering.gov.uk/school-pspo> or on the survey monkey website directly at <https://www.surveymonkey.co.uk/r/BZNTDNJ>

Topic-	
Week One:	Father’s Day Cards
Week Two:	Photo Frames
Week Three:	Design a Medal for Armed Forces Day ( 25/06/17)
Week Four:	Canada (Maple Leafs) (01/07/17)
Week Five:	Eid ul-Fitr (07/07/17) Hand prints/patterns Independence day (04/07/17) American Flag
Week Six:	Sports Games
Week Seven:	Party Week

**Safeguarding**

**Passwords!**

All parent/Carer’s 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?

**Special requirements-**

Please inform us of any allergies or dietary requirements that your child/ren may have to keep our records up to date.

**Safeguarding –** Can you please ensure that the gate has been securely closed behind you both when entering and leaving the grounds. Thank You.**Behaviour-**

We have a behaviour system in place at our setting, which is the 5p’s approach, RED, AMBER, GREEN. Resulting in RED the child will miss the next session. We will work closely with parents with their child’s behaviour.

**Time-Keeping and**

**Lateness**

**After school Times**

*Parents are continually arriving late to pick up their child/ren at the end of their session. Please ensure that you collect them on time, we close at 6-00pm Late collection will be charged at £5.00 for every 15 minutes per child.*

**Fees.** Please remember that all fees will need to be paid in full by the end of the second week unless agreed by management and your situation.

A 10% charge will be added to any late payments.



Father’s Day 18/06/2017  
 Armed Forces Day 25/06/2017  
 Canada Day 01/07/2017  
 Independence Day 04/07/2017  
 Eid ul-Fitr 07/07/2017

**Notice- Please** Post any suggestions in our comment box (**Good or bad**) All feedback will be taken on board, to keep an excellent service for your children. The red post box is on the wall on in our reception area.

**Importance Notice :-**Could you please Email in writing to Andy if you need to change your child’s day at anytime

**Summer Club**

**Due to the success of the Easter Club we will be running a Summer Club if you are interested and would like any further information**

**Please Email Bev and Andy**

[Parklaneswykehamchildcare.admin@hotmail.co.uk](mailto:Parklaneswykehamchildcare.admin@hotmail.co.uk)



For all enquiries, please speak to Bev - (07752546910). Website:- [www.childcare-pwc.co.uk](http://www.childcare-pwc.co.uk)

