



# June - July 2022



**Parkhill Infant School**  
Lord Avenue, Ilford,  
IG5 0DB  
info@childcarepwc.co.uk  
www.childcare-pwc.co.uk

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we would like to wish you and your family an enjoyable Half term break and we look forward to continue working in partnership with you and your children throughout their sessions with us. If you have any concerns or changes in your childcare arrangements, please speak to us.

**This will be a 7 week Term.**

Returning on **Tuesday 7th June 2022 at 7.30am**

(Monday 6th June 2022 - School inset day)

**Finishing on Friday 22nd July 2022 @ 5.00pm for the Summer Break**

**Returning on Monday 5th September 2022**

Please be aware we are full on all sessions and changing of days or increasing may not be possible. Thank You for your co-operation.

**Please note:**

Our opening hours are from 7.30am and we cannot accept any children before this time.

Please bear with us in the mornings when ringing on the intercom as it takes a few minutes for it to reach it's connection.

A member of staff will be you as soon as possible.

**Time keeping.**

**Please ensure you have collected your child/ren by 6.00pm.**

**Late Collection Charge.**

**You will be issued a late charge of £5 for every 5 minutes you are late.**

**Thank You!**

**The settings fees!**

PWC have **NOT** increased FEES for the past two years.

**PLEASE REMEMBER**

**BREAKFAST & AFTER SCHOOL CLUBS.**

			FROM Sep 2022
7.30am - 9.00am	Breakfast Club	£ 5.50	£ 6.00
3.00pm - 6.00pm	After School Club	£13.00	£14.00
7.30am - 9.00am	AD-HOC Session Breakfast Club	£ 7.00	£ 9.00
3.00pm - 6.00pm	AD-HOC Session After School Club	£15.00	£17.00

We operate a 39 week per year timetable in line with the local Primary Schools. Please be aware of school inset days and polling days.

**A Waiting list is in operation -**

A change of days or extra days would need to be agreed with Management and only if a place is available.

**Attendance -**

If your child will not be attending their contracted After School Club Session for any reason at all, it is important that you contact Bev or Andy and let them know as soon as possible, so our Staff are not wasting valuable time looking for them.

**Please Note:**

The fees letter will have to be brought in and signed by a manager when fees are paid in order to obtain a receipt and please ensure all BACS payments inc your Childs name as a reference. **Bacs payments only NO Cash!**

**All fees are to be paid in full by the end of latest Friday 1st July 2022**

**A 10% LATE charge** will be added to all late payments after this date unless agreed by Senior Management. If fees are not paid or are continuously late, this could result in your child losing their place within the setting. If you require more details, or a payment plan to spread costs, please speak to a member of management. All outstanding balances to be cleared unless agreed by senior management by the end of each term.

**Important Dates for your Diary:**

6th June 2022 - School inset day

19th June 2022 - Father's Day

1st July 2022 - Canada Day

4th July 2022 - Independence Day

22nd July 2022 - School closes @ 3.30pm

1st September 2022 (School inset day)

2nd September 2022 (School inset day)

**22nd July 2022**

**After school Club will close at 5.00pm**

**please ensure prompt pick up of your child/ren.**

**Thank You.**

**Designated Safety Officers**

**Mrs B. Nicholls - Lead DSL (Director)**

**Mr A. Nicholls - Lead DSL (Director)**

**Mrs T. Patrick - Lead DSL**

**(Senior Manager)**

**Staff**

**Mrs Chavda, Mrs Sunger,  
Mrs Mahmood, Mrs Bassett,  
Mrs Kansagra, Mrs Kaur  
Mrs Sandford.**

**The settings morals**

A gentle reminder for all parents/carers, that basic manners are always encouraged during Breakfast and Afterschool clubs.

**A Please and Thank-you!**

Makes a big difference to adults and children alike.

Like us on our Facebook Page:  
'Parklanes Wykeham Childcare Ltd  
@parklaneswykeham'



## Planning, Topics and Themes!

Activities are planned through the children's interest and 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 write down all 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 have also introduced the children to evaluate their own planning at the end of each week and we work closely with their thoughts.

**Week 1: People Who Help Us - Face Masks**

**Week 2: Father's Day Cards - Arts & Crafts of your choice**

**Week 3: People Who Help Us - Vehicles**

**Week 4: Canada Day - (01/07/2022)**

**Week 5: USA Independence Day - (04/07/2022)**

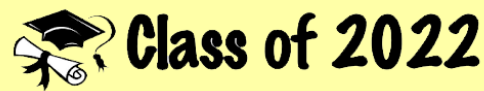
**Week 6: Sports Games**

**Week 7: Party Week**

Good luck to all our School leavers.

To our year six leavers, from all the staff!

Don't forget to pop back & visit us!



## SNACK MENU



Children will now be planning their own food menu and be prepared in making their own snacks!

We have a variety of Healthy, nutritional and low in sugar foods.

**ALL allergies and dietary needs are taken into account.**

Parents Please advise of any changes.

## Reminder— - Breakfast Club

Please be reminded that Breakfast

**STOPS! @ 8.15am**



## Save The Numbers!

If your child/ren are unwell **OR** will not be attending.

Please call the Setting on: **075191 24524**

**Between the hours 7.30am - 9.00am & 3.00pm - 6.00pm**

This number will get you straight through to the setting directly to answer any queries you may have or report an absence.

Alternatively call:

Bev: **07752 546910**

Andy: **07763 412496**

## SAFEGUARDING PASSWORDS

- All Parents/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. If someone else is collecting your child please ring before hand, they will be asked for the password.

## HEALTH & SAFETY

It has **STILL** been brought to our attention, parents are parking in the morning & afternoon on the Yellow zig-zag lines outside the school. Please be aware this indicates the length of road where stopping or waiting is strictly prohibited. According to Highway Code Rule 243, you should not park near a school entrance. For clarity, and to safeguard children's' lives, zig zag lines should all be used in conjunction with double yellow lines.



## PWC operate an 'Open Door Policy'

Please be reminded that PWC Operate an Open-Door Policy and are here to work in partnership with all. If you have any issues or are not happy with a current event, please speak to a member of the management team.

Thank You

Bev: **Mon, Tues, Wed, Thurs**

## Medication

We work very closely with Parkhill Infants/Juniors with any child that may need medication while on school grounds. We have had a meeting with the head and a decision was made that **ALL** medicine will be stored in the school office and marked clearly with the child's name as St Augustine's School Policy – if a child requires medication please fill out a form for our records for medication to be administered.

## Covid-19 Procedures

Parklanes Wykeham Childcare are working closely with current Government Guidelines and local authority policies and procedures regarding childcare services we provide, in partnership with Parkhill Junior & Primary school.

At present parents will not be allowed within the school. A member of staff will meet & greet at the infant entrance for your child/ren to be sign in/out within the setting. Please use the provided intercom outside the school gate for access.

If you have any questions please

email [info@childcarepwc.co.uk](mailto:info@childcarepwc.co.uk) or contact Andy/Bev.

**Data:** Due to legislation concerning data, Parklanes Wykeham Childcare Ltd is registered with the Information Commissioner's Office (ICO) and compliant with current General Data Protection Regulation 2018 (GDPR)

## Safeguarding Important Information

**PASSWORDS:** ALL parents and carers upon registering should be aware they have a Password to release their child/ren from the end of our session. Please also remember to sign out your child!

