



Ofsted - Early Years Day Care Settings, Breakfast Clubs, After-School Clubs, Summer Clubs.

Scargill Primary School
Mungo Park Road, Rainham,
RM13 7PL

info@childcarepwc.co.uk
www.childcare-pwc.co.uk



November-December 2024

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we hope you had a good, half term break. Thank you all, for your continuous support 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 weeks term

Returning on Monday 4th November 2024 at 7.30am

Finishing on Friday 20th December 2024 @ 5pm or the Christmas Break.

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.

Scargill Closed 06.01.2025 (Inset Day) reopening 07.01.2025

Save The Numbers!



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

Setting: 07868 590460

Between the hours **7.30am – 9.00am**

Between the hours **3.15pm – 5.45pm**

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

Bev: 07752 546910

Andy: 07763 412496

Designated Safeguarding Leads & Staff Members

Mrs Beverley Nicholls – Director/Lead DSL

Mr Andrew Nicholls – Director/Deputy DSL

Teresa - Senior Manager (DSL)

Miss Ennis (DSL) (Breakfast & Afterschool Club)

Mrs Hill (Breakfast & Afterschool Club)

Mrs Bilyte (Breakfast & Afterschool Club)

Important Notice-

On a sad note Teresa (Mrs Patrick) will be leaving us on Thursday 19th December after nineteen years of service. We will miss her and wish her all the very best in her retirement. Thank-You from all the staff & senior management. **We wish her well!**

Notice period-

Termination or dropping days.

If you wish to remove your child from the **Breakfast Club** or

After School Club for any reason you must

give **Four weeks within terms notice in writing.**



Remember!

BREAKFAST & AFTER SCHOOL CLUBS.

7.30am - 9.00am	Breakfast Club	£ 6.00
3.00pm - 5.45pm	After School Club	£15.00
7.30am - 9.00am	AD-HOC Session Breakfast Club	£10.00
3.00pm - 5.45pm	AD-HOC Session After School Club	£20.00

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.

All fees are to be paid in full by the end of **latest Friday 29th November 2024** a **10% LATE charge** could 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.

Late Payment of fees.

We understand that this is a challenging time for all of us and very much appreciate the payments that are still coming through on time. We are a family business and prompt payment is very helpful with cashflow during these periods and paying our staff. **As stated in our policies and procedures late payments will incur a 10% per week charge on the outstanding balance after the set payment date unless agreed with 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.

All outstanding balances to be cleared unless agreed by senior management by the end of each term. Thank-You



Like us on our Facebook Page:

'Parklanes Wykeham Childcare Ltd' @parklaneswykeham'

Important Communication.

Please let us know if you have either
Changed Your Mobile phone number
You have moved and have a new address
You have a new home phone number
Your emergency contact numbers have changed
Please visit our website and fill in a parent questionnaire, let us know how we are doing or what we can do to improve our services for you!!

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.

Week 1: Firework pictures (05.11.2024)

Remembrance Sunday—Poppies (10.11.2024)

Armistice Day (11.11.2024)

Week 2: Children in Need—Pudsey Bear (15.11.2024)

Week 3: Christmas Word Search/Christmas Wreath

Week 4: St Andrew's Day—Loch Ness Monster (30.11.2024)

Week 5: Design a Christmas Card

Week 6: Design a Christmas Jumper

Week 7: Hanukkah Candle (25.12.2024 to 02.01.2025)

6th January 2025 & 7th January 2025 (Inset Days)

Reminders Breakfast Club

Please be reminded that Breakfast

FINISHES @ 8.15am SHARP!

Please
Ensure you have collected your child by
5.45pm. Late Collection Charge.

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

Snack Menu:

Children will plan their own food menu and be prepared in making their own snacks were possible! 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 ******

Medication

We work very closely with Scargill Infants/Juniors school 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 Scargill Infant-Primary School Policy – if a child requires medication please fill out a form for our records for medication to be administered.

Important Dates

Reminder—Parent/Carer Questionnaires

Please visit our website and take some time to complete our questionnaire and tell us about your experiences, let us know how we are doing and how we can do better!!

*****Please Note*** After School collection.**

In agreement with Scargill Primary School and for Safeguarding concerns, with Parklanes Wykeham Child-care.
All Scargill Junior's children will be collected and brought to our sessions by a scragill member of staff. If for any reason your child is absent from attending afterschool please contact the Junior's main office.

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 or email info@childcarepwc.co.uk.

Thank You .

Data: Due to new 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 UK)**



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!