



Early-bird & Seahorse Settings Breakfast & Afterschool Club Summer Term 1 of 2 Newsletter



Parklanes Wykeham



Childcare Limited

21 Barton Road
Hornchurch, Essex, RM12 4AA
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www.childcare-pwc.co.uk

June-July 2023



On behalf of all the staff @ Parklanes Wykeham Childcare Ltd we would like to wish you and your family an enjoyable half term break. Thank you all, for your continued support. 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 5th June 2023 at 8.00am** & finishing on **Friday 21st July 2023 at 6:00pm** for the Summer 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.**

We would like to take this opportunity in wishing our year six leaving children, all the very best in their next educational adventure. Don't forget, come back and see us!

Reminders.

BREAKFAST & AFTER SCHOOL CLUBS.

			From Sep 2023
8.00am - 9.00am	Breakfast Club	£ 5.00	£ 5.50
3.00pm - 6.00pm	After School Club	£13.00	£14.00
8.00am - 9.00am	AD-HOC Session Breakfast Club	£ 7.00	£ 9.50
3.00pm - 6.00pm	AD-HOC Session After School Club	£15.00	£17.50

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 include your Childs name as a reference.

Bacs payments preferred

All fees are to be paid in full by the end of **latest Friday 30th June 2023.** 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.

Parents note:

We are still providing after school care for collection from St.Marys & Hylands Primary schools.

Should you require any further information please speak to:

**Andy Nicholls, Tel-07763412496.
Thank-you to all parents for your continued support!**

Save The Number!

If your child/ren are unwell **OR** will not be attending our setting. **Please** call the Office on:

Office: 01708 706959

Setting: 07876 263165

You may use this number for any other queries you have.

Bev: 07752 546910

Andy: 07763 412496



Designated Safeguarding Leads & Staff Members

Mrs Nicholls – Director/Lead DSL

Mr Nicholls – Director/Deputy DSL

Mrs Patrick- Senior Manager (DSL)

Mrs Price-Manager (DSL)

Mrs Holland- Deputy DSL

The settings morals

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

A Please and Thank-you! & respecting others

Makes a big difference to adults and children alike.

SUMMER HOLIDAY CLUB

Hornchurch Setting, 21 Barton Road, Hornchurch, RM12 4AA

Monday 17th July 2023 - Friday 21st July 2023 (Week One)

Monday 24th July 2023 - Friday 28th July 2022 (Week Two)

Monday 31st July 2023 - Friday 4th August 2023 (Week Three)

Full day sessions (9.00am – 3.00pm) - £35.00 per child per day. (Booked in advance)

Half day session (9.00am to 1.00pm) - £25.00 (Booked in advance)

Full day sessions (9.00am – 3.00pm) - £40.00 per child per day. (If not booked in advance)

Half day session (9.00 to 1.00pm) - £30.00 (If not boked in advance)

If you wish to register please contact 01708 706959 or Bev Nicholls on 07752 546910



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





Snack Menu:



We encourage Children to plan their own food menu, at our setting, and be prepared in making their own snacks with guidance of staff.

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 parents regarding any child that may need medication while in our care. – if a child requires medication please fill out a form for our records for medication to be administered.

Topics

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.

Topics: Our / "People that help us"

Week 1: Templates of people that help you.

Week 2: Fathers day cards or someone special

Week 3: Creating a lollipop

Week 4: Design and make a police hat.

Week 5: Templates of people that help you.

Week 6: Party week

Week 7: Party week

Important Communication.

Please Note After School Clubs

Parklanes Wykeham Childcare will collect children from Harrow Lodge out of school clubs, but will require in writing for safeguarding the days that we will need to collect and times of clubs finishing! It is a safeguarding concern that parents are NOT informing us of new or a change in clubs that your children may be attending, and this could result in your child NOT collected, due to us not being informed. Also please be aware If as a parent you collect your child straight from school, can you please inform us as staff will be looking for your child, and as a serious matter of safeguarding as to where your child is? Please call or email your changes. Thank-You.

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 .

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 a change of password, please let us know. If someone else is collecting your child please ring beforehand, they will be asked for the password.

Good luck to all our School leavers.

To our year six leavers, from all the staff! Don't forget to pop back & visit us!

Class of 2023

Please remember that London Havering of Borough have a **PSPO** in place between the hours of

8.00am - 9.30am & 2.30pm - 4.00pm

around our childcare setting, and nearby roads. Please be courteous to those who live nearby when parking. Fines could be enforced if parked illegally or within unauthorised zones.

Please keep our children safe!



Prompt Collection is required by 6.00pm.

Late Collection Charge.

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

Reminders—Breakfast Club

Please be reminded that Breakfast **FINISHES @ 8.15am SHARP!**

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!