



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



**June - July 2022**



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

On behalf of all the staff at Parklanes Wykeham Childcare Ltd, we would like to wish you and your family an enjoyable Half term break. For any new parents who are unsure, we have an open door policy and are ready to answer any questions that you may have. We look forward to continue to work 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 Monday 6th June 2022 from 8.00am  
& finishing on Thursday 21st July 2022 @ 5.00pm for the Summer Holidays  
Returning Monday 5th September 2022**



**SUMMER HOLIDAY CLUB**

**Monday 18<sup>th</sup> July 2022 - Friday 22<sup>nd</sup> July 2022 (Week One)  
Monday 25<sup>th</sup> July 2022 - Friday 29<sup>th</sup> July 2022 (Week Two)  
Monday 1<sup>st</sup> August 2022 - Friday 5<sup>th</sup> August 2022 (Week Three)  
Monday 8<sup>th</sup> August 2022 - Friday 12<sup>th</sup> August 2022 (Week Four)**



**Turtle Setting  
Summer Club**

**Full day sessions (9.00am – 3.00pm) - £30.00 per child per day. (Booked in advance)  
Half day session (9.00am to 1pm) - £20.00 per child per day (Booked in advance)  
Full day sessions (9.00am – 3.00pm) - £35.00 per child per day. (If not booked in advance)  
Half day session (9am to 1pm) - £25.00 per child per day (If not booked in advance)**

**If you wish to register please contact 01708 706959 or Bev Nicholls on 07752 546910 Please book early to avoid disappointment**

**Important Dates for your Diary:**

**6th June 2022 - Inset Day (Hylands School)  
19th June 2022 - Father's Day  
1st July 2022 - Canada Day  
4th July 2022 - USA Independence Day  
19th July 2022 - Towers Close @ 1.30pm  
21st July 2022 - St Mary's Close @ 1.15pm  
Harrow Lodge Close @ 1.30pm  
Hylands Close - Normal hours.**

**21st July 2022**

**After school Club will close at 5.00pm  
please ensure prompt pick up of your child/ren.  
Thank You.**



**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 these numbers for any other queries you may have.

**Bev: 07752 546910  
Andy: 07763 412496**

**BREAKFAST & AFTER SCHOOL CLUBS.**

8.00am - 9.00am	Breakfast Club	£ 5.00
3.00pm - 6.00pm	After School Club	£13.00
8.00am - 9.00am	AD-HOC Session Breakfast Club	£ 7.00
3.00pm - 6.00pm	AD-HOC Session After School Club	£15.00

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 include your Childs name as a reference.

**Please Note:**

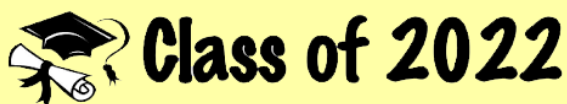
**Please** ensure all BACS payments include your Childs name as a reference. All fees are to be paid in full by the end of the second week, **the latest date being Friday 1st July 2022.**

**Please be reminded, if your school is closed, for what ever reason, and we are fully open, fees for the session are still payable.**



## Good luck to all our School leavers.

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



### Designated Safety Officers

Mrs B. Nicholls - Lead DSL (Director)

Mr A. Nicholls - Lead DSL (Director)

Teresa - Lead DSL (Senior Manager)

Sarah - Lead DSL (Manager)

Belinda and Drenica - Deputy DSL

### 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

Teresa: Monday to Thursday

Andy : Wednesday

Bev: Friday

### Can you let us know if you have changed your:

- Home Phone Number
- Mobile phone number
- Or your have changed your address

### 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 they have requested a Film Night which is arranged for a different night each week (Film Age Appropriate).

**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: Independence Day (04/07/2022)**

**Week 6: Sports Games**

**Week 7: Party Week**

**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!**

### 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.**

### PARKING

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.

### Covid-19 Procedures

Parklanes Wykeham Childcare are continuing to work closely with current Government Guidelines and local authority policies and procedures regarding childcare services we provide. At present parents will **still** not be allowed within the setting. A member of staff will greet you at the door and sign your child out within the setting.

Please use the provided intercom outside the school gate for access.

We understand that this is a challenging time for all of us and very much appreciate the payments that are still coming through. We are a family business and prompt payment is very helpful with cash flow during this period.

**Could Parents/Carers please keep to Social Distancing Rules**

If you have any questions please

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

**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)

### 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!

