



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



**21 Barton Road  
Hornchurch, Essex, RM12 4AA  
info@childcarepwc.co.uk**

### Designated Safeguarding

**Mrs Beverley Nicholls – Director / Lead DSL**

**Mr Andrew Nicholls – Director / Deputy DSL**

**Teresa - Senior Manager/SENDco (DSL)**

**Sarah- Manager (DSL)  
Belinda—Deputy Manager (DSL)**

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we hope you had a lovely half term break. Thank you all, for your continued support throughout. 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 6 week term  
Monday 3rd June 2024 to Friday 12th July 2024**

Please be aware we are full on all sessions and changing of days or increasing may not be possible. **Summer Club Monday 15th July 2024 to Friday 2nd August 2024**

**Morning Session starts at 8.45am too 11.45am. (3 Hours)**

**Afternoon Session starts at 11.45am too 2.45pm (3 hours)**

**FULL Day-care Session: 8.45am - 2.45pm (6 Hours)**

**All Day Session: 8.00am - 6.00pm (10 Hours)**

### PARKING!

Important parking **NOTICE!**  
London Borough of Havering are enforcing a

#### **School street scheme**

within our area. The restrictions will be enforceable between-

**7.45-9.15am and 2.30-3.30pm.**

This will effect all parents around our setting and nearby roads from parking within this zone for our business.

Fines could be enforced if parked illegally or within unauthorised zones.

Please be courteous to those who live nearby when dropping/collecting when parking and keep all our children safe.

<https://www.havering.gov.uk/downloads/download/871/>

**street scheme restriction maps**



There will now be a fee for late collections. You will be issued with a late charge of **£5.00** for every **15 minutes** late.

#### **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. Please ensure all BACS payments include your Childs name as a reference. All fees are to be paid in full by the end of **latest Friday 28th June 2024 a 10% LATE charge** could be added to all late payments after this date unless agreed by Senior Management. 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 payments are very helpful with cash flow 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.



### **30hrs free childcare.**

**PWC offer 30 hours free childcare.  
To apply for 30 hours free childcare,**

**you will need to...**

Visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) and complete the registration process.

If you are eligible, you'll receive a code. Take your code to your childcare provider. Parents need to re-validate there 30hr code each term, if your child's code is **NOT** confirmed & re-validated by the parent/carer by the cut-off date, the short fall of fee's will be the responsibility of the parent/carer. Please inform PWC if your circumstances change in anyway.

**It is the reasonability of the Parents to validate their code and to confirm with us in time to continue to be entitled to the 30hours for three year olds each term.**



### **15hrs free childcare**

**PWC offer 15 hours Free Child-care for working parents for Two Year old children.  
To apply for 15 hours free child-care,**

**you will need to...**

Visit

[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) and complete the registration process. If you are eligible, you'll receive a code. Take your code to your childcare provider. Parents need to re-validate there 15hr code each term, if your child's code is **NOT** confirmed & re-validated by the parent/carer by the cut-off date, the short fall of fee's will be the responsibility of the parent/carer. Please inform PWC if your circumstances change in anyway.

**It is the reasonability of the Parents to validate their code and to confirm with us in time to continue to be entitled to the 15hours for two year olds each term.**



This Term's Topic this term are:-

Father's Day, Farm Animals, zoo Animals and Seaside

Week 1: Father's Day Card— Designing a Tie

Week 2: Farm Animals—Organising and Sorting

Week 3: Zoo Animals

Week 4: Sports Week and Mermaids and Sea Creatures

Week 5: Seaside—Beach/Water Dangers

Week 6: Party and Graduation

### Fees Structure and Policy-

Parents please be reminded we have two structures for Day-Care & Breakfast & Afterschool fees

- £7.85 per hour if you require additional hours tailored to suit your childcare needs,  
eg 8-00am - 3-30pm—7½Hrs,
- If your child is entitled to Early years funding , and your hours exceeded 15hrs per week, the fees would be payable at £7.85 per hr x by the number of weeks.
- Breakfast Club is a set time from 8-00am and fees payable for the start, and not 8-15am/8-30am
- If you child are staying for the full session, 6-00pm afterschool fees would apply.

Good luck! to our pre-school leavers, from all the staff! don't forget to pop back & visit us!



### Lunch & Snack

Can you please ensure that your child's lunch box and snack are healthy and nutritious **LUNCH BOXES!**

Please put your child's name clearly on their lunch box & water bottle and ensure the lunch box is plastic and not a material one so we can sanitise.

### **Snack (Heathy eating!)**

Please supply a small snack and ensure that their snack is separate from their lunch box and has their name is clearly marked on it.

i.e. Piece or fruit & crackers.

**NO COLD CHICKEN NUGGETS, CHIPS, BURGERS OR EGGS.**

Milk and water will be supplied by PWC

**Please Do Not include treats like:-**

sweets, nuts, fizzy drinks,

chocolate, peanut, or fruit strings in your child's packed lunch -

this includes:



**PEANUT BUTTER OR NUTELLA**



### Notice period or

### Termination.

You are required to provide in writing, **four weeks with-in terms notice** of withdrawing your child from our setting.



Please ensure that you bring your child's **Two-Way Book**, back in the setting, so your child's key-worker can communicate with you. As stated it's a Two-Way Communication Book, so can you please give us feed-back if your Key-worker has written something. Thank-You.

### SUMMER HOLIDAY CLUB

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

Monday 15<sup>th</sup> July 2024 - Friday 19<sup>th</sup> July 2024 (Week One)

Monday 22<sup>nd</sup> July 2024 - Friday 26<sup>th</sup> July 2024 (Week Two)

Monday 29<sup>th</sup> July 2024 - Friday 2<sup>nd</sup> August 2024 (Week Three)

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

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

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

Half day session (9.00am 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

**Please book early to avoid disappointment**



Like us on our Facebook Page:

' PWC Ladybirds Butterfly Grasshoppers Caterpillars @parklaneswykehamdaycare'

