

Caterpillar Setting. Summer Term 1 of 2 Newsletter. April–May 2024



Parklanes Wykeham
Childcare Limited



The Forest Row Centre,
Lodge lane, Collier Row,
Romford
RM5 2LD
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www.childcare-pwc.co.uk

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we hope you had a lovely Easter 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 15th April 2024 to Friday 24th May 2024)**

Closed Monday 6th May 2024 (Bank Holiday)

Please be aware we are full on all sessions and changing of days or increasing may not be possible.

**PLEASE NOTE WE WILL BE OPEN ON THURSDAY 2ND MAY 2024
(POLLING DAY)**

Designated Safeguarding

**Morning (3hr) Sessions start at 9-30am with Prompt pick up at 12-30pm.
(5hr) sessions 9-30am with Prompt pick up at 2-30pm.**

Late Collection Fee

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.

All fees are to be paid in full by the end of **latest Friday 17TH May 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 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.



Notice period

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



30hrs free childcare.

**PWC offer 30 hours free childcare.
To apply for 30 hours free childcare,
you will need to...**

Visit the registration page

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.



15hrs free childcare

**PWC offer 15 hours Free Childcare
for working parents for Two Year
old children.
To apply for 15 hours free child-
care,
you will need to...**

Visit the registration page on

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.



IMPORTANT SAFETY NOTICE FOR ALL PARENTS/CARERS

It has been brought to our attention that cars are still being contently driven too fast within the carpark area. Please ensure that you drive slowly & carefully when arriving & leaving the Setting! (Thank-You)



This Term's Topic this term are:-
Summer, planting & growing
Also covering Festival & celebrations.

Week 1 - Planting & Growing Strawberries & Tomatoes
Week 2—Earth Day (22.04.2024)
Week 3—May Day—Music & Movement
Week 4—Summer—Shaddow Drawings
Week 5—Mental Health Awareness Week (Wear Yellow all week—Pay £1.00
Week 6—World BEE Day

Key Contacts:

Teresa Patrick: Senior Manager
Mandy Deputy Manager—Green Group, Paula Purple Group.
Dawn Orange Group. Katie Pink Group
Claire 1-1 support worker

Save The Number!

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

Please call us on: **07754 064665**

Bev: 07752 546910



Early Years Pupil Premium

Sign up with your setting to get extra funding to support your child's learning

Early years Pupil Premium is additional funding for early years pre-school settings to improve the education they provide for disadvantaged 3-4-year olds including, but not restricted to, those adopted from care. The funding goes directly to registered early years providers that offer children the **free early education entitlement**.

This extra funding will be spent to close the gap in attainment with training and resources to suit the requirements of the Setting.

IMPORTANT!

Childcare Spaces Available.
Please speak to a member of staff or help us by recommending our setting to other parents.
Thank-You.



Like us on our Facebook Page:

'PWC Ladybirds Butterfly Grasshopper Caterpillars @parklaneswykehamdaycare'



Lunch and 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, and ensure the lunch box is plastic and not a material one so we can sanitise it.

Snack

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 of fruit & crackers**

Milk and water will be supplied by PWC.

Please **Do Not** put treats like sweets, nuts, fizzy drinks, cheese strings, chocolate, peanut, or fruit strings in your child's packed lunch this includes:

PEANUT BUTTER OR NUTELLA



Can you let us know if you have changed your:

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

Please ensure that you bring your child's **Two-Way Books** to every session.

Parent/Carer Questionnaires—

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

Children will access and will be collected from the outside garden area entrance at
12.30pm & 2.30pm

Not the centres main entrance.

Please **Do Not** put treats like sweets, nuts, fizzy drinks, cheese strings, chocolate, peanut, or fruit strings in your child's packed lunch this includes:

PEANUT BUTTER OR NUTELLA

Polite Notice:

Please ensure that litter is placed in the bins provided on the grounds of the centre. Thank You.

