



Caterpillar Setting.

Day-Care

Spring Term 1 of 2 Newsletter

January to February 2024



**The Forest Row Centre,
Lodge lane, Collier Row,
Romford
RM5 2LD**

Can you let us know if you have changed your:

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

Save The Number!

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



Please call us on:

07754 064665

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

Notice period-

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



Key Contacts:

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

Reminders!

**Morning Session starts at 9.30am
with a prompt pick up at 12.30pm**

All Day Session: 9.30am - 2.30pm (5 Hours)

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.

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 the second week,

the **latest date being Friday 2nd February 2024** A **10% LATE charge** will be added to all late payments after this date unless agreed with Senior Management. Please be reminded if you require a payment plan to spread the costs, over the term, please email Andy, info@childcarepwc.co.uk.

Designated Safeguarding

**Mrs Beverley Nicholls
Director /Lead DSL**

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

**Teresa - Senior Manager /DSL
SENDCo**

**Mandy—Deputy Manager/DSL
Dawn and Paula- DSL,**

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

Visit the registration page on Gov.UK website 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. Thank you!



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)



Could all parents please park in the marked bays in the car park. Also if you decide to leave your car unattended, for what ever reason, on the advise of the centre, can you please inform the caretaker! (Thank-You)

This Term's Topic this term are:-

Winter, Modes of Transport, Australia, Music & Movement, Chinese New Year, Valentine's Week

Week 1 - Winter Scenes
Week 2 - Modes of Transport
Week 3 - Australia
Week 4 - Music and Movement
Week 5 - Chinese New Year
Week 6 - Valentine's Week

IMPORTANT!

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

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.

Polite Notice:

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



IMPORTANT! Late Charges!

Please ensure that you collect your child promptly. Any children collected after their designated collection time will be charged **£5.00 for every 15 minutes**

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:

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