



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)**

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>



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)

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)

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 **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.



15hrs free childcare

PWC offer 15 hours Free Childcare for working parents for Two Year old children.

To apply for 15 hours free childcare,

you will need to...

Visit 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.



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 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.



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

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.

Notice period or

Termination.

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



Save The Number!

If your child/ren are unwell **OR** will not be attending Nursery. **Please** call the Office on: **01708 706959**



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

Bev: 07752 546910

Andy: 07763 412496

IMPORTANT!

Opening and Closing Procedures -

All children are dropped off by Parents at the Main entrance at 8.45am and 11.45am
Children to be collected by parent's at the main entrance at 1.45am and 2.45pm
Due to safeguarding reasons, the only times we can open the front door for the collection of children are: 8.45am, 11.45am and 2.45pm

We **cannot** accommodate collection for appointments mid -sessions as this disrupts the learning of the children.

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.

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 of 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



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.



Like us on our Facebook Page:

' PWC Ladybirds Butterfly Grasshoppers Caterpillars @parklaneswykehamdaycare'

