



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

Week 5 Important note

Staff Inset Day

Wednesday 5th February 2025

9:00 - 11:30 am, so we are **CLOSED!** For these times only. Please note we will be open from 11:45 am—2-30pm

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

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we hope you had a lovely Christmas 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.

Returning Monday, 6th January 2025

and finishing on 14th February 2025 for the Half Term

Please be aware we are full on all sessions and changing of days or increasing may not be possible. Thank You for your co-operation.

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 31st January 2025. 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.



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



15hrs free childcare

PWC offer 15 hours Free Child-care 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.



This Term's Topic this term is

Season, Mini Beasts, Dinosaurs

Week 1: Seasons - Winter

Week 2: Seasons - Seasons

Week 3: Mini Beasts - Spiders

Week 4: Mini Beasts - Snakes, Chinese New Year

Week 5: Mini Beasts - Caterpillars / Butterflies /

Grasshoppers / Ladybirds

Week 6: Dinosaurs

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

Notice period or

Termination.

You are required to provide in writing, **four weeks with -in terms notice** of withdrawing or dropping your child's



PARKING!

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

School street scheme

within our area. The restrictions will be enforceable between-

7.45-9.30am 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>



Parent/Carer Questionnaires

Please visit our website and take some time to complete our questionnaire and tell us about your experiences, let us know how we are doing and how we can improve on the services we provide!!

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.

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
11.45am 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

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



Save the Date!!!!

- **Australia Day - 27th January 2025**
- **Chinese New Year - 29th January 2025**
- **Children's Mental Health Week - 3rd —10 Feb 2025**
- **Number Day Week - 7th February 2025**
- **Valentine's Day - 14th February 2025**

Numbers Day Fundraising

3rd - 7th February 2025

A fantastic initiative for a great cause!
Dressing up with numbers for £1.00 will not only raise funds for NSPCC but also encourage creativity and participation



Like us on our Facebook Page:

' PWC Ladybirds Butterfly Grasshoppers Caterpillars @parklaneswykehamdaycare'

