



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

Scargill Primary School
Mungo Park Road, Rainham,
RM13 7PL

info@childcarepwc.co.uk
www.childcare-pwc.co.uk

Mrs Hill (Breakfast & Afterschool Club)
(Deputy Manager)
Miss Ennis (Breakfast &
Afterschool Club)
Mrs Mills (Breakfast & Afterschool Club)
Miss Appah (Afterschool Club)
Mrs E Monk, Miss M Monk

January - February 2026

On behalf of all the staff @ Parklanes Wykeham Childcare Ltd, we hope you had a good, Christmas break. Thank you all, for your continuous support and 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 weeks term

Returning on Tuesday 6h January 2026 and finishing on
Friday 13th February 2026 for 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.

Inset Day

5th January 2026
23rd February 2026

Half Term

16th - 20th February 2026
Returning
24th February 2026

Reminders—Breakfast Club

Please be reminded that Breakfast
FINISHES @ 8.15am SHARP!

Remember!

BREAKFAST & AFTER SCHOOL CLUBS.

7.30am - 9.00am	Breakfast Club	£ 6.50
3.00pm - 5.45pm	After School Club	£15.50
7.30am - 9.00am	AD-HOC Session Breakfast Club	£13.00
3.00pm - 5.45pm	AD-HOC Session After School Club	£25.00

We operate a 39 week per year timetable in line with the local Primary Schools. Please be aware of school inset days and polling days.

A Waiting list is in operation – A change of days or extra days would need to be agreed with Management and only if a place is available.

Attendance - If your child will not be attending their contracted After School Club Session for any reason at all, it is important that you contact Bev or Andy and let them know as soon as possible, so our Staff are not wasting valuable time looking for them.

All fees are to be paid in full by the end of latest Friday 30th January 2026 a 10% LATE charge will be added to all late payments after this date unless agreed by Senior Management. If fees are not paid or are continuously late, this could result in your child losing their place within the setting. If you require more details, or a payment plan to spread costs, please speak to a member of management. All outstanding balances to be cleared unless agreed by senior management by the end of each term.

PWC operate an 'Open Door Policy'

Please be reminded that PWC Operate an Open-Door Policy and are here to work in partnership with all. If you have any issues or are not happy with a current event, please speak to a member of the management team or email **info@childcarepwc.co.uk**.

Topics

Planning, Topics and Themes!

Activities are planned through the children's interest and ideas every term. This works by the Staff sitting down at the end of each term asking what theme they would like to do and write down all activity ideas this is linked with our After School planning. An activity is taking place every week where the children have a choice to sit down with a staff member and carry the activity out. We have also introduced the children to evaluate their own planning.

Week 1: Snowflakes / Winter Scenes

Week 2: Icing Winter Biscuits

Week 3: Word Search

Week 4: Australia Day

Week 5: Children Mental Health Week

Week 6: Valentine's Day

Passwords! All Parents/Carers upon registering should be aware that they have a password to release their child/ren from our care at the end of a session. If you have forgotten or require a change of password, please let us know. If someone else is collecting your child please ring beforehand, they will be asked for

Important Communication

Please let us know if you have either

- Changed Your Mobile phone number?, You have moved and have a new address?
- Your emergency contact numbers have changed?
- Your child's educational needs have changed?
- let us know how we are doing or what we can do to improve our services for you!!

Medication

We work very closely with Scargill Infants/Juniors school with any child that may need medication while on school grounds. We have had a meeting with the head and a decision was made that **ALL** medicine will be stored in the school office and marked clearly with the child's name as Scargill Infant-Primary School Policy – if a child requires medication please fill out a form for our records for medication to be administered.

Snack Menu:



Children will plan their own food menu and be prepared in making their own snacks where possible! We have a variety of Healthy, nutritional and low in sugar foods.

****** ALL allergies and dietary needs are taken into account. Parents Please advise of any changes.**

Notice period-

Termination or dropping days.

If you wish to remove your child from the **Breakfast Club** or

After School Club for any reason you must give **Four weeks within terms notice in writing.**



IMPORTANT! Mobile Phones

DO NOT USE anywhere on the premises.



Like us on our Facebook Page:

'Parklanes Wykeham Childcare Ltd'
@parklaneswykeham'



*****Please Note*** After School collection.**

In agreement with Scargill Primary School and for Safeguarding concerns, with Parklanes Wykeham Childcare.

All Scargill Junior's children will be collected and brought to our sessions by a Scargill member of staff. If for any reason your child is absent from attending afterschool please contact the Junior's main office.

Please

Ensure you have collected your child by 5.45pm. Late Collection Charge.

You will be issued a late charge of £5 for every 5 minutes you are late.

Late Payment of fees.



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 payment is 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.**

If fees are not paid or are continuously late, this could result in your child losing their place within the setting.

If you require more details, or a payment plan to spread costs.

All outstanding balances to be cleared unless agreed by senior management by the end of each term. Thank-You.

If you have any questions please email info@childcarepwc.co.uk or contact Andy/Bev.

Save The Numbers!

If your child/ren are unwell OR will not be attending. **Please call..**

Setting: 07868 590460

Between the hours

7.30am – 9.00am

Between the hours

3.15pm – 5.45pm

This number will get you straight through to the setting directly to answer any queries you may have or report an absence. Or call-

Bev: 07752 546910

Andy: 07763 412496



Data: Due to new legislation concerning data **Parklanes Wykeham Childcare Ltd** is registered with the **Information Commissioner's Office (ICO)** and compliant with current **General Data Protection Regulation 2018 (GDPR UK)**



Safeguarding Important Information

PASSWORDS all parents and carers upon registering should be aware they have a Password to release their child/ren from the end of our session. Please also remember to sign out your child!

