

Dear Parents/Carers

We hope you've all had a relaxing break – it's lovely to welcome you back to Pre-school.

## TOPIC

For this half term, which runs over 5 weeks, we will be learning about Spring and Growth (see the weekly breakdown below). We will also be celebrating St George's Day, on the 23 April, by making masks, flags and colouring St George Day pictures.

- Week 1:** Commencing 21 April: Settling in/What is Spring? We will celebrate St Georges Day and begin to learn about what happens in Spring.
- Week 2:** Commencing 28 April: Baby Animals. We will look at the types and names of baby animals and make homes for them to live in.
- Week 3 & 4:** Commencing 5 & 12 May: Flowers, seeds and growth. We will attempt growing Cress and Sunflowers; look at different types of spring flowers, what makes things grow and decorate our own plant pot and wellies. Please save an old welly for week beginning 12th May.
- Week 5:** Commencing 19 May: Birds. We will look at types of birds, make bird feeders and bird cakes as well as visit the wildlife hide in Wallington.

Our role play area will be turned into a Garden over the following 5 weeks, where the children can explore gardening, study birds and insects or enjoy pottering about!

Please help us by collecting the following items:

- **Small cardboard boxes and tubes.**
- **1 litre milk cartons with lids.**
- **Pictures/postcards of flowers, animals and birds.**

In addition to our topic, we will also be looking at your child's interests and likes and we will use these in our weekly planning. You can see this in more detail in our little room on the cupboard door.

## DATES FOR YOUR DAIRY

### May

**Friday 9 May** – School gardening afternoon from 11:45 am. Please see further information below.

**Friday 9 May** – Farewell afternoon for Isobel Anderson. Tea/coffee and nibbles in the school hall from 1 pm (You do not need to take part in the Gardening afternoon).

**Friday 23 May** – Trip to Wallington. (Further details to follow nearer the time).

### June

**Friday 6 June** – Pre-school children should be collected at 12:15 pm, straight after lunch, as school is closing early.

**Tuesday 10 June** – Pre-reception transition morning & lunch at school.

**Tuesday 17 June** – Pre-reception transition morning & lunch at school.

**Monday 30 June** – Pre-reception Transition day (full day in school).

### July

**Tuesday 1 July** at 10:30 am – Pre-school to watch the School Dress Rehearsal for their Annual Performance at Cambo Village Hall, you are also welcome to join us.

**Wednesday 2 July** at 6:00 pm – School Performance at Cambo Village Hall.

**Tuesday 8 July** – Pre-reception transition morning & lunch at school.

**Wednesday 9 July** at 5pm – School & Pre-school Sports Day (Weather permitting).

**Tuesday 15 July** – Pre-reception transition morning & lunch at school

## PRE-RECEPTION TRANSITION DAYS

Pre-reception children will have 5 transition days, as shown above. On June 10 & 17 and July 8 & 15, your child will spend the morning in Class 1 with Mrs Patterson and her team to aid their transition in September. **Your child will also stay for lunch on these days.**

**On 30 June your child will stay in school all day.** At the end of this day, your child will be brought down to the car park at 3:15 pm to be collected by you.

As you will be aware, Pre-school and Class 1 regularly work together – these days are also called transition days; they help to develop confidence and acquire skills to manage future changes in their lives.

We know that some children may need a little extra help to ensure that they feel confident about the transition into Reception. If you have any concerns about your child, please talk to their key person as soon as possible.

It will really help your child if you:

- Talk with them about what is going to happen. (We are doing this regularly in Pre-school, if you would like any advice; please speak to your key person).
- Encourage them to talk about any concerns or anxieties.
- Listen carefully to their concerns and share them with us, no matter how small you think they are.

### **FRIDAY 9 MAY - FAREWELL NIBBLES FOR ISOBEL ANDERSON**

As you will be aware, Isobel retires on 8 May. There will be nibbles, in the school hall, on the afternoon of the 9 May, from 1 pm for those parents who would like to come along and say farewell. **We are also having a collection for Isobel so if you would like to contribute please see a member of the Wraparound team.**

### **SCHOOL GARDENING DAY**

School are having a gardening afternoon on Friday 9 May from 12.45 pm and everyone is welcome to come along and join in. There will be several activities which they need support to complete:

- Weeding and planting seeds in the garden.
- Planting and weeding in the allotment with Jeff.
- Tidying and planting in the poly tunnel.
- Tidying class 1 yard.

The list is endless! And your reward.... Come and join school at 11:45 am for lunch before the work begins!

Wellies are a must and please also bring any gardening tools you have!

**If you are able to help and would like to have your lunch, please let me know as soon as possible.**

### **CONTACTING PRE-SCHOOL**

Please could we ask that you **always** contact Pre-school on **07887 409641**, in the first instance, with any information/changes regarding your child. **The school office SHOULD NOT be contacted unless it is an emergency** and you have been unable to contact Pre-school.

### **COLLECTING YOUR CHILD AFTER LUNCH**

To ensure the safety of our children, only Lunchtime Supervisors are permitted to open the pre-school door to allow you into the hall to collect your child after lunch. Please be aware that on some occasions you may have a little wait to be let into the hall to collect your child; once playtime ends at 12:45 pm, our pre-school children line up with the rest of school and then they are sent into school; the lunchtime supervisors will be outside with the children at this time and unable to allow you entry into the hall. If you need to collect your child earlier than 12:45 pm, please let a member of the pre-school team know when you drop your child off in the morning; you will then be advised to enter the school through the main entrance (via the school office) to collect your child. **Please do not enter the playground to collect your child.**

### **SIGNING IN/OUT RECORD FOR PRE-SCHOOL**

To help ensure our children's safety we are continuing with our signing in/signing out record. Please ensure you continue to sign your child into pre-school and to write down who will be collecting your child at the end of the session, lunch time or stay and play.

## SNACK CONTRIBUTION



Pre-school will continue to provide your child with a healthy snack and the charge is 40p per child, per day. **To continue providing snack this way we really need you to pay on the day, or in advance, for your snack as we use the money you pay to buy to snack we provide!**

We would still very much welcome, on special occasions (e.g. birthdays), any homemade cakes, scones and biscuits!

## OUTDOOR CLOTHING & INDOOR SHOES

Please can we remind you to ensure your child has appropriate clothing e.g. wellies, coat/waterproofs, hat and gloves in Pre-school. **We would also ask that your child has a pair of indoor only shoes. Footwear can get rather wet/dirty after we've been having fun outside and it would really help if they had some indoor shoes to change into – these could be plimsolls, crocs or slippers etc.**



## STORY BOXES/RHYMING BOXES – LEARNING AT HOME INITIATIVE

Our story and rhyming boxes are now complete! They consist of favourite Pre-school stories with props which can be shared at home. All the children will have the chance to bring them home for a few days. Please feel free to add to any the boxes we send home to you.

## YOGABUGS

Each Thursday, for this half term, will we be joining class 1 for a Yogabugs session with Debbie Macallister. Yoga benefits our children by helping their listening and concentration skills. It also helps to promote flexibility and keeping active.



## SCHOOL LUNCHES

Pre-school children are welcome to stay for lunch. The cost for lunch is £2 per day and this **MUST** be paid either in advance or on the day your child is staying. Children staying for lunch must be picked up by 12:45 pm prompt.

## TAPESTRY – PRE-SCHOOL'S ONLINE PERSONAL LEARNING JOURNAL



Tapestry is well up and running and it really is the best way to see what fun your child is having within our setting. We post both pictures and videos of what we are doing and you can comment on these if you wish. You can also post your own pictures and videos of your time at home. If you would like to view Tapestry before you sign up, please ask a member of the Pre-school Team.

## KEY PERSON

Each child within Cambo Pre-school has a key person. A key person is an important person in your child's life whilst at pre-school. This person will help to settle your child in and build a good relationship with both you and your family and the child. Parents/carers should take the time to build on this relationship at any given chance, for example, discussing any important events in their child's life, or any difficulties their child may be experiencing.

The key person is in charge of their key child's development record; however this does not mean that other members of staff will not be adding to the record as well. A key person is able to identify any gaps in a child's development and plan to meet the child's individual needs. A key person is in charge of gathering information from parents/carers. They will also communicate with other professionals as necessary.

Your child's key person will work with your child, help them learn and encourage them to achieve. They will get to know your child well, become attuned to their likes, dislikes, attitudes and preferences and will provide your child with particular support at key times.

If you are unsure of whom your child's key person is please speak to a member of the team as soon as possible.

## ABSENT OR SICK CHILDREN

If your child will not be attending Pre-school we would be really grateful if you could **ring, email or text** us to let us know – **Pre-school Mobile: 07887 409641.**

If your child has had sickness or diarrhoea please allow 48 hours before they are brought back to Pre-school. If they have any infectious illnesses such as chicken pox could you please let us know so we can alert other parents. If your child takes poorly during Pre-school, staff will judge whether they need to be taken home and will inform parents in the first instance. Please be aware that we cannot administer Calpol etc, only medication prescribed by a doctor and with a full medical form filled out by the parent/carer beforehand.

## **HEAD LICE**

Please keep checking your child's head for lice and inform a member of staff if your child has head lice.

## **COMPLAINTS PROCEDURE**

We have a Complaints Policy for parents to follow within our Wraparound Policies. These are held in the lever arch file beside the Wraparound desk in the Hall. We also display Ofsted contact details for parents who have any queries or issues regarding Early Years.

## **PARENT HELPERS**



We always welcome any parent/carer wanting to help in Pre-school, it could be to read a story, sing some songs, anything you like! Please see a member of staff if you are interested and can spare the time. If you would like to be a regular helper in Pre-school, you will need to have a DBS (CRB) check. This is part of our Safeguarding Policy for adults who come into contact with children on a regular basis and is a statutory requirement. If you need more details please see a member of staff.

## **CHANGE OF DETAILS**

**If your details change e.g. email/mobile phone number, can you please let a member of our staff know so we can update our records.**

## **EMAIL**

Sending correspondence via email helps us reduce printer ink cost as well as saving paper etc. If you would prefer to receive a hard copy of our correspondence please speak to your key person.

## **PRE-SCHOOL SESSIONS**

Our session begins at 8:45 am and finish at 11:45 am. Please can you ensure you drop off and pick your child up promptly at these times, if by any reason you are late in picking your child up, please let us know by calling the **Pre-school mobile 07887 409641**. If parents are continuously late in picking their child up we will have to consider charging for this to cover staff wages.

## **ON-LINE BANKING - PAYING FOR PRE-SCHOOL SESSIONS**

If you would like to pay for your pre-school sessions on-line, which will save Wraparound money, please speak to a member of the Wraparound Team.

## **STAY & PLAY - CHARGES**

Stay & Play will continue to run every Tuesday and Thursday is led by Sharon Birdsall. The charges with effect from 24 February are:

### **From February 2014**

#### **Fees : If child is in care of a parent or guardian.**

- Up to and including 1 year olds: **50p**
- 12-23 months: **£1.50**
- 2-4 years: **£2.50**

#### **Fees: If child is left in the care of wraparound staff.**

- Adult arrives up to 1.30p: **£4**
- Adult arrives up to 2.00pm: **£5**
- Adult arrives up to 2.30pm: **£6**
- Adult collects up to 3.00pm: **£7**

If you have any queries on any of the above, please do not hesitate to speak to your key person or directly to me.

Johanne Hodgson  
Wraparound Manager