

Dear Parents/Carers

This half term our topic is: Homes and Habitats & Christmas.

We will be looking at:

- The homes we live in and the different types of homes.
- Making our own stained glass windows.
- Door hangers.
- Building/making our own house using junk modelling.

Also during November we will be looking at the habitats of bears, where they live, exploring hibernation and going on a bear hunt to see if we can find a Cambo bear! We will also learn about hedgehogs and owls, where they live and what nocturnal is.

December will be a very exciting month! Christmas is almost here we will be having lots of Christmas crafts, singing Christmas songs, learning about igloos, polar bears and penguins.

Will we continue to place our weekly planning on Tapestry; it will also be available to view on the cupboard door in our Wraparound little room.

### **DATES FOR YOUR DAIRY**

#### November

**Friday 14 November - Children in Need** - Wraparound are joining in with schools theme of Superheroes. Children will be encouraged to come to Pre-school dressed as a super hero for £1. Dawn will also be making special biscuits for children to buy. They can only buy one biscuit for 50p.

**Monday 17 November – Christmas Shoebox Appeal** - Could you please ensure that your Christmas shoe box is in school for Monday 17 November. All shoe boxes will go to help children less fortunate than our own. We do hope every family is able to put together one shoe box.

**Thursday 20 November – Scholastic Book Fair** – Children will be bringing home leaflets regarding selection of books that can be purchased. Wraparound parents may look at the books on offer during Stay & Play on Tuesday 18 November and Thursday 20 November.

**Thursday 20 November – Parent/Carer/Community Afternoon – 1:15 pm** - Cambo School are going to hold a Parent/Carer/Community afternoon. We do hope you will be able to attend especially if you have children moving into school in September 2015. The afternoon will begin at 1.15pm with a small concert. Parents/Community members can then go and see the children working in the classrooms, talk with them about their books and progress, have a chat with the teacher about school etc.

#### December

**Tuesday 9 December** – 10:30 am School Christmas Performance Dress Rehearsal at Cambo Village Hall.

**Wednesday 10 December** – 6:00 pm School Christmas Performance Cambo Village Hall.

**Monday 15 December** – Pre-school Trip out. More information to follow.

**Tuesday 16 December** – Class 1 and Pre-school Christmas Transition. More info to follow.

**Wednesday 17 December** – Christmas lunch

**Thursday 18 December** – Christmas Party

**Friday 19 December** – Pre-school Parent/Carer Christmas Carol morning

### **SCHOOL ADMISSIONS**

Children whose date of birth falls between **01/09/2010** and **31/08/2011** will be due to start school in September 2015 and parents need to apply for a place in their preferred school. The closing date to apply is **15 January 2015**. **If this deadline is missed then you may not be considered for place in your preferred school.** If you have not received details on how to apply please do not hesitate to speak to a member of the Pre-school team.

## PRE-SCHOOL PRICE INCREASE FROM JANUARY 2015

Due to an increase in operational costs in Pre-school, we are having to increase our cost for under 3s to £6 per session with effect from 1 January 2015.

## LLOYDS BANK COMMUNITY FUND AWARD – RESULTS

Thank you to everyone who voted for us. We were 3<sup>rd</sup> results below; we will receive £1,000. Discussions will take place on the best way to use this grant.

Organisation Name	Rank in Hexham	% of votes in Hexham	Amount awarded
Prudhoe Community Partnership	1	38.1	£3,000
Corbridge Pre-School	2	37.6	£2,000
Cambo Wraparound	3	14.3	£1,000
Crafty Allsorts	4	9.90	£500

## 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.

## 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.

## 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!**

## 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 at 12:45 pm prompt!

## 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.**

## WINTER OUTDOOR CLOTHING & INDOOR SHOES

Please can we remind you to ensure your child has appropriate clothing in Pre-school, e.g. hat, gloves, wellies, change of clothes. 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.



## 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.

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

We will continue to share our story and rhyming boxes with you! 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.

## **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.



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

Tapestry is our online personal learning journal. 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 we'd love you to comment on these. 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.

## **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.

## **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.

### **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.

Regards.

Johanne Hodgson  
Wraparound Manager