



Waltham Pre-School

Autumn Term 1 2023

Room 1- Cubs

Hello and welcome to Room 1 as we look ahead in preparation for the new academic year at Waltham Pre-School. We are really looking forward to getting to know all our new children and parents as well as welcoming back those of you who have already been in Room 1 for a while. For parents of children staying in Room 1 this term, we appreciate that some of the following information you will already be aware of but hope that it serves as a refresher for 'life in Room 1' for your child.

Each half term we will send a newsletter giving an overview of our learning. Our main source of communication will be via Tapestry. Please make sure that you are signed up with your child's Tapestry account and receiving notifications. If you are having any problems with your Tapestry account, please let a practitioner know as soon as possible.

Keyperson

Your child's keyperson will have the pleasure of introducing themselves to you via Tapestry. This information and 'first day back' information, will be shared on Monday 4th September, which is our staff training day.

Your keyperson will keep you informed about your child's development and achievements through a weekly Tapestry entry and their 2-year check report when your child reaches 30 months.

If you have any queries or concerns, please feel free to contact your key person or any practitioner within Room 1 at the beginning or end of sessions.

Start of the Day

We always encourage the children to come into the classroom independently and ask that parents do not bring children into the classroom at the start of the day. We will do everything we can to support your child and ensure that they are settled as soon as possible.

Session Times

Morning sessions - 9:00 to 12:00

Afternoon sessions - 12:00 to 3:00

Please can we remind you that our sessions start and finish promptly at these times. Children should not arrive outside of the session hours unless a late arrival / early collection has been pre- informed the main office. This is to enable appropriate staff allocation in line with staff / child ratios and to avoid taking practitioners away from supporting the children's learning unnecessarily.

Room 1 entrance door is situated through the green gate to the left of the office. Follow the path round to the large green gate leading into the outdoor play area. You will then see a door which is clearly labelled 'Welcome to Room 1'.

Theme

Our themes this half-term will be 'All About Me', 'Routines' and 'Autumn'.

Story of the Week

5th Sept - Dear Zoo

11th Sept - We're going on a bear hunt

18th Sept - The Gruffalo

25th Sept - There's an alien in your book

2nd Oct - Share

9th Oct - Feelings

16th Oct - Room on a Broom

Pupil Information

Please ensure that your child's information is kept up to date. Any changes to contact details, addresses, medical concerns or allergies **must** be reported to your child's keyperson as soon as possible.

Parent Questionnaires

Thank you to those of you who have taken the time to complete our recent questionnaires. The feedback has been overwhelmingly positive and practitioners and staff have been very touched by the many kind words from our parents. We have analysed the responses to enable us to tweak elements of our provision in response to any suggested areas for improvement in the new academic year.

Parent Partnership

If you have any concerns or questions please feel free to talk to us at your earliest opportunity. It can be difficult to have lengthy conversations at the beginning of the day, however we are happy to talk at the end of the day. You can also send a message via Tapestry / the main office, requesting some time to talk to a practitioner and we will contact you to arrange a mutually agreeable time. We look forward to working with you and your child this year.

Tapestry Amendments - IMPORTANT - To be completed before September

In September we will continue to use Tapestry to record 'Wow' moments. We encourage parents to communicate via Tapestry. To help us 'get to know' your child, there is an 'All About Me' section on your Tapestry page. This needs to be completed prior to the new term and be kept up to date as part of our Tapestry and EYFS Policy. If you need any support using the web or app version of Tapestry, please feel free to ask your current key person or any practitioner who will be happy to help.

Late Collection

It is very important that you collect your child at the correct time. Strict staff ratios are in place for the children's safety; late collection puts this in jeopardy.

Out of School Club

We offer an Out of School service; the times and prices are as follows:

7:30 - 9:00am = 2yrs £6.75 3 yrs + £ 6.50 (inc. breakfast)

3:00 - 6:00pm = 2yrs £10.75 3 yrs + £10.50 (inc. snack)

All children are welcome, from 2 to 11 years.

If you are interested in booking any sessions, please speak to Mrs Rawcliffe in the main office. Please use the Room 1 doorbell when arriving to drop off or collect your child at any Out of School Club sessions.

Uniform

We have sweatshirts and polo shirts in stock at the moment. These can be bought from the main office at the price of £10.50 each.

Spare Clothing

Spare clothes and a bag are needed for every child. We have lots of fun in Room 1 and sometimes we may need a change of clothing. We do encourage the children to participate in 'messy play' activities so we advise that your child comes to pre-school in clothing that enables them to fully explore the resources.

Names

Please ensure that all coats, hats, sweatshirts, bags, etc. have your child's name inside. Also, it would be helpful if all lunch boxes have your child's name on the outside, and contain a drink and spoon, where necessary. We cannot be responsible for lost items that have not been named. Thank you in anticipation of your support in enabling us to keep your child's belongings together.

Holiday Club

As previously advised, our holiday club will be open during the summer holiday for all children aged 2-11 years. If you haven't already, please contact the main office to book your child in **before** the end of the Pre-school term on Wednesday 19th July.

We shall also be opening our Holiday Club during the October half term holiday, from **23rd to 27th October 2023**. Please contact the main office to make a booking **before** the end of the half term on Friday 20th October.

Playground Equipment and Outdoor Areas

Please monitor your children closely before they enter pre-school and after they have been collected, to ensure safety at all times. We request that you do not allow your child to play on or with any of the outdoor equipment which may have been set up for pre-school / out of school club groups to use. A reminder that the outdoor areas are used by our Out of School Clubs **from 3pm**. We would appreciate parents / carers leaving the pre-school site promptly after collecting their children to enable the groups to go out into the garden areas.

Parking

A reminder to all parents to park considerately along Manor Drive and to avoid obstructing traffic or blocking resident's driveways. Dropping off and picking up outside the school gates **IS NOT ALLOWED** as this area should remain accessible at all times to allow emergency vehicles to enter. Please also remember that driving onto the school grounds to drop off and pick up children is **not permitted at any time between 7.30 and 6pm**. Please ensure that any family members or friends dropping off and collecting your child, are informed of this.

Security

Please ensure you close all gates behind you at all times. Children are on site between the hours of 7:30am and 6:00pm, and it is paramount that they are safe. This is monitored by CCTV. Thank you in anticipation of your support in keeping all our children safe.

Illness Reminder

If your child has diarrhoea and / or sickness, our policy states that they must be clear for 48hrs before returning to school, to reduce the risk of contamination. Please inform pre-school as soon as possible if your child is going to be absent.

Hot Lunches

Please see the attached menu for the Autumn Term. Our meals are cooked fresh daily. Bookings for hot lunches can be made via the main Preschool office. Hot lunches are £3.30 per day.

Packed Lunch

If you decide to send your child with a packed lunch, please ensure the contents are healthy, with no sweets or fizzy drinks. If you wish to include tomatoes and grapes please ensure these are pre-cut before packing them into lunches. We are a **nut free setting** and request that any form of nuts are not included in packed lunches to reduce the likelihood of allergic reactions.

If you would like some inspiration for healthy packed lunches, please refer to:

www.nhs.uk/changes4life/recipeschools

Pre-school Website

Our new website is currently under construction. All the key information for Pre-school can be found on our website, including policy documents, staff qualifications, term dates and celebrations of learning. We will let you know via Tapestry when the website is back up and running.

End of Term

Pre-School will close for the summer holidays on **Wednesday 19th July 2023** and reopen on **Tuesday 5th September 2023**.

Pre-school will close for the October half term holiday on **Friday 20th October 2023** and reopen on **Monday 30th October 2023**.

May we take this opportunity to wish all our families a safe and happy summer holiday break. Thank you for all your support over the last academic year and we look forward to seeing you all again in September.

