



IMPORTANT INFORMATION AUTUMN TERM 2021

Mobile no. 07733501092, (available in session times only)

PLEASE, read the information carefully and keep an eye on the **Notice Board** in the foyer for further **EVENTS AND IMPORTANT INFORMATION**.

MOST correspondence is sent via email, if you change your email address please inform your key person so we can keep you updated on important information and changes. If you are unable to open attached information (pdf files) sent via email, there will be paper copies here for you to read.

If you have any changes to your personal details, i.e. phone numbers, address etc please notify us straight away. Please don't forget any emergency contacts that we may have for your child.

Can we remind all parents that if you have given your child, pain relief ie paracetamol or ibuprofen because they are unwell they should really be kept at home. As a pre-school we do not have a separate quiet area where children that are not feeling well can go, also be advised as per our policies we do not administer non-prescription medications. With prescription medications, wherever possible these should be given at home, and not brought into preschool. If your child has been off pre-school with sickness and or diarrhoea, they must not return to pre-school for 48hrs after their last bout of illness.

If your child is unwell and will not be attending preschool, or if they will be late in, please can you ensure you call the preschool within half an hour of their start time. This is a Safeguarding issue, and we are required to report absences if they are frequent.

Lunchboxes - PLEASE Label your child's lunchbox and drink bottle

Please can we advise parents to provide an ice-pack (preferably not a soft one as these can leak) as unfortunately we are unable to store lunches in a fridge.

Please be aware of the following food information;

Lunchtimes - we do not have lunchtime staff, we sit and eat with the children at approximately 12.30. It would help us greatly if you could please take the following points into consideration, so staff are not up and down all through the lunch period. This allows staff to have a small group of children to chat to and help improve their social skills.

We do try to encourage healthy eating, please do not overload your child's lunch boxes, some children are coming in with hordes of food, this can be overwhelming for the child and can result in them not eating any of it. Please make sure you pack a balanced lunchbox, of dairy, protein, carbs, & fruit or veg. We do understand this can be difficult with fussy eaters, please let us know if you have difficulties with this.

Remember to cut all small food items such as grapes (cut lengthways), cherry tomatoes and cocktail sausages into small pieces, as these pose a choking risk to your child.

We are a NUT FREE Zone, we do have children with nut allergies, please can you make sure there are no nuts in your child's lunchbox, this also includes chocolate spread, and cakes & biscuits bars containing nuts. A small chocolate biscuit, or small chocolate bar is ok, nut free of course, as a treat after the healthy food has been eaten.

PLEASE can we ask you to cut your child's sandwiches into manageable pieces, also if they do not like / eat the crusts please remove these at home. Please consider packaging, can your child open it? i.e. yoghurt tubes. We will send home any uneaten food, this is so you can see what they have eaten.

Labelling of Possessions

Can you please remember to label all items from home so that your child comes home with exactly what he or she brought to pre-school.

Please leave a coat for each session for 'outside play', during wet weather. Please can you also bring your child's wellies in, in a named bag, you can purchase a 'Welly Bag' for 50p from us.

Our clothes supply is very limited and we would suggest that parents please put in a change of clothes for each session for their child, if you feel your child will require a change.

Pre-School Sweatshirts & T-Shirts - We only place 1 order a term (there is a minimum order, if the order is below this I will need to wait for the next terms order). Orders will be placed 5 weeks before the end of the term, once an order has been placed we cannot add to it. If you would like to order a new t-shirt or sweatshirt, please collect an order form from Mrs Mills.

Book Bags & Library Books - This is being reinstated from September 2021

PLEASE bring your Childs Book Bag in EVERY DAY, as their work and any printed information for you will be put in their bag, as well as their library book. A new library book will not be issued until the previous one has been returned. **We do need help with the Library, taking in and giving out children's library books, if you can spare half an hour one session, please sign up on the Library rota, on the notice board.**

OUR WEBSITE - Please do take a moment to have a look, there is information, and photos on things we have been doing in pre-school. If we ever need to make an **Urgent Announcement**, e.g. an emergency closure due to snow, it will be on the website.

Online Fundraising - We are registered with **Easy fundraising**, all you need to do is register your name and email and select Little Saints as your chosen charity. Then every time you shop online, go in via Easy fundraising website, and we will receive a DONATION!! It costs you nothing, so it's a great easy way to raise funds for us. It really is super easy to set up and use. All the major shops are on there, including John Lewis, Argos, ebay, M&S the list goes on. There is a poster in the foyer, with further details on or you can ask us at pre-school.

We are also registered with **SmileAmazon**, if you have an Amazon account, please consider setting up through SmileAmazon, and selecting Little Saints Community Pre-school as your chosen charity, as we receive a % of your spend, at NO COST to you.

Assessments and Tracking - We use the Online Learning Journal Tapestry, to observe and assess your child, you will be sent a link to activate and access your account. This allows you to see some of the things your child is doing whilst at pre-school, you can also add things your child is doing at home. Assessments will be added to observations to track your child's progress. Your child will have a 2yr old progress report (this is a statutory requirement), this will be done just prior to their 3rd birthday, if your child has not been with us for long, this maybe done just after. Children attending after their 3rd birthday, will have reports just before their 4th birthday.

FUNDING & SESSIONS - Should you wish to change your child's hours for the following term, you must complete a change of hours request form. This **MUST** be completed at least 4 weeks before the end of the term, after this there will be an Admin fee of £30. Please note that once your funding form has been completed it is not possible to amend your hours for that term.

PLEASE join us on Facebook

We do regularly update Facebook with news, and information, please if you are on Facebook like our page. Little Saints Pre-School.

PLEASE also refer to the parent prospectus, received on induction, for all relevant and up to date information on the day to day running of the pre-school. A copy is available to view either on request or on line at: www.littlesaintspreschool.org.uk

IMPORTANT!

In accordance with our policy, it is required that 4 weeks' notice is given in writing for a child leaving the pre-school. A fee will be charged if this notice is not given.