

# Twiggs Lane Pre-School

twiggsfinance@hotmail.co.uk

02380 675818

## SEPTEMBER – OCTOBER 2017 NEWSLETTER

Dear Parents/Carers,



**A BIG HELLO** to everyone!

Welcome to our new children & parents and we welcome back our returning children who are now 'Twigglets' - and their parents too! We hope that you and your children had an enjoyable summer. The six weeks always seem to fly by for us at the Pre-school but we are refreshed, relaxed and ready for the autumn term!

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### Staff

We would like to introduce you to the team! Wendy Clarke is the pre-school manager, Sue Stride is the pre-school supervisor/registration secretary, Karen Goodson, Kirsty Harkins and Sharyn Curtis are our pre-school practitioners.

Behind the scenes Jane Garner is our Finance & Administration Controller. Jane works three days a week in our office in the playground of the Pre-school. If you should have any questions or concerns that you would like to direct to Jane please e-mail [twiggsfinance@hotmail.co.uk](mailto:twiggsfinance@hotmail.co.uk)

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### AGM

On Thursday 14<sup>th</sup> September we held our Annual General meeting. We do appreciate that you all have busy lives but we were a little disappointed that we only had 5 parents on the night. However we have since had more interest.

The main purpose of this meeting was for the current directors and staff to talk about what happens behind the scenes. We also elected new members and appointed 1 new director to replace Jason who has stepped down now their children have moved onto infant school. Our current directors and staff introduced themselves and Wendy took us through the topics covered in the past year. This included our Summer outing to Moors Valley country park and the visit from The Longdown Mobile farm. Both of these events were paid for by the pre-school thanks to our parent's fantastic fundraising support in 2016-2017

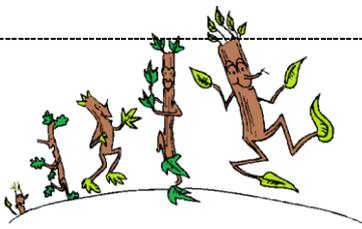
We are very happy to report that Carly has put herself forward to join Chris, Jo, Kirsty, Dan and Sue on the board of directors. Jo has moved into the role of Treasurer and Chris will continue as Chair. If you have an interest in joining the team, please contact us, we'd be so happy to hear from you.

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### Fundraising Team

The Pre-school's fundraising events are the key to enable us to buy wonderful new equipment for the children; in particular those items that are costly. In order for our events to run smoothly we need a team of parents who can meet up periodically to discuss the next fundraising event, think up new ideas, prepare for and help run events.

**We need new faces to come forward to join our team – as they say 'many hands make light work' and it's a great deal of fun too! If you would like to join the team please drop us an e-mail so we can put you on the parent helper/fundraising team list.** Thank you to those parents who have already offered their help ☺



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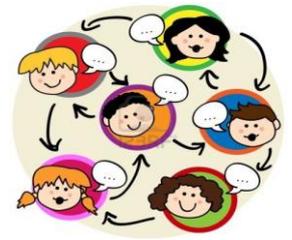
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We ended last year with profits from the sponsored Bear hunt of **£753**. Adding this to the profits from the Christmas event, silver smartie tubes and children's Christmas baubles our fundraising success last year was a total of **£2,426.55**. We have already purchased our new outdoor playstructure along with lots of new educational and technical toys to enhance motor skills. If you have any ideas, please come forward and speak to us.

## **The next Fundraising meeting is yet to be arranged, watch out for news of this!** **Topics**

Each week, the pre-school staff prepare different topics for the children to learn and talk about. Please make sure that you take note of what the topics are going to be as sometimes we may ask children to bring in things from home or dress in a certain colour etc. A 'Theme Newsletter' will be circulated every Thursday/Friday via e-mail from Wendy, so please do check your e-mails.

This half term the topic is 'All about Me' – the children will be talking about their likes and dislikes, their favourite books, colours, numbers etc... This is a fantastic way of the children getting to know each other as well as building their confidence by speaking in a group. During Harvest Festival week the children will be making soup, exploring food and printing using vegetables.



This first half term is taken at a gentle pace to ensure that all children settle in and get to know each other and get used to the routines of pre-school. They are all doing extremely well and friendships are being formed.

Please don't hesitate to speak to any member of staff for further information for any of the topics. Also, if you have any ideas we are always open to suggestions and improvements so please stop by and have a chat.

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## **Photographer**



Hallet Photography will be at pre-school on Saturday 21<sup>st</sup> October 10.00am – 11.00am

They will be here to take child and family portraits. We have used Hallet for many years and parents have always been very pleased with their quality. A lovely Christmas gift idea. too.

**Timeslots are available to book – pop into pre-school or ring to book your time**

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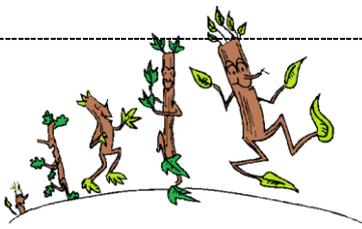
## **Parent Consultations**

In previous years our parent consultations have been done during the day; however we understand that meeting the needs of our families is so important, so this year's consultations will take place from 4pm – 6pm on week commencing 20<sup>th</sup> November. Even though Tapestry provides information about your child and what they have been doing at pre-school it is very important that your child's key-person can meet with you to talk about 'the next steps' as well as any particular questions you may have. .  
Please speak to your child's key person to arrange a suitable time and day.

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## **Harvest Festival Week**

During the week commencing 16<sup>th</sup> October we would like to collect various foods to donate to the Waterside Food Bank. We like to do this every year. Watch out of a list of items to donate.



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If you like to eat food from around the world at home and your child would like to bring an item in we would love to talk about it with them. Just fruit, vegetables, tinned or packet food please.

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## Fees

Invoices for this half term/term will be sent out next week. We ask that all fees are settled in 14 days from the invoice date. Should you have any problems or queries regarding your invoice for your child's fees, or you would like to arrange a payment plan, please do not hesitate to contact Jane - Thank you.

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## Packed Lunch



We are unable to heat up any food for children. Can we ask that you only supply cold food in lunch boxes/bags. Also, to help keep food at a suitable temperature, it is also been advised that freezer blocks are put inside lunchboxes/bags – you can pick these up at a reasonable price from many local super-markets and you can even get small sized ones. Thanks for your help.

In conjunction with the infant school we encourage a **healthy lunchbox** so can we suggest that all sweets and chocolate bars are not included ☺

## Picking up your child- Which door do I use?



Please can we ask that when picking up your child you use the blue side door. Please be mindful of the infant school classes still in progress.

When dropping off your child at 12.15 please allow our morning session children to leave first. Many thanks

## Name everything!

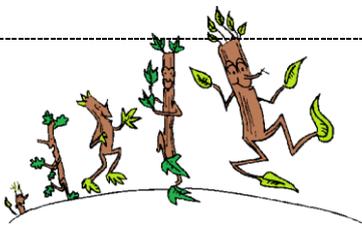
You **must** make sure you put your child's name on all of their belongings, even lunchboxes & welly boots. Can you also double check that you have all your child's belongings when you collect them. This is really helpful to the staff

## Sickness



If your child has any sickness or diarrhoea, there must be a **clear 48 hours** without any more sickness or diarrhea before they return to pre-school. We appreciate your help in stopping the spread of germs around other children.

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## Health & Safety

Please remember we operate a **NO NUT** policy due to allergies.

Your continued help is appreciated.



If your child requires an inhaler or any other medication including antihistamines or antibiotics please could you ensure that you supply us with this in a named plastic tub.

**Please note we can only administer medicine prescribed by your GP/Doctor**



## Contact Details

Please remember to let us know if you move house or change your telephone number or e-mail address. We need to keep our contact details up to date for correspondence & in case we need to contact you urgently. If you don't receive communication via e-mail and you would like to please let us know. [twiggsfinance@hotmail.co.uk](mailto:twiggsfinance@hotmail.co.uk)

## Thank you



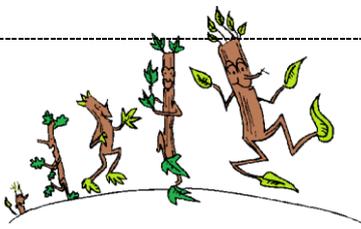
A really BIG thank you to all the lovely children and parents from the staff for all the very generous end of term gifts before the summer break.

## Dates for your Diary

Please look out for Wendy's weekly theme/topic e-mails and information on the white-board too

<u>Harvest Festival Week</u> Week commencing Mon 16 <sup>th</sup> October- donated food will be collected from the infants school on Tues 17 <sup>th</sup> October	<u>Tuesday 12<sup>th</sup> December 2017</u> Children's Christmas Play 4pm – 5.30pm
<u>October Half Term</u> 23rd October – 27 <sup>th</sup> October Open again on Monday 30 <sup>th</sup> October	<u>Thursday 21st December 2017</u> <b>Pre School morning session as normal</b> <b>Christmas Party 12:30am – 2.00pm</b>
<u>Saturday 21<sup>st</sup> October 2017</u> Hallet Photography 10.00am – 11.00am	<u>Christmas Break</u> 21st December 2017 – 4th January 2018 Open again on <b>Thursday 4th January</b>

**Inset day 10<sup>th</sup> November- staff training**



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Please remember our door is always open, so if you do have any questions or concerns about anything at all please speak to us straight away. Or if you would like to help out, please let us know.

## **Staff & Directors** **Twiggs Lane Pre-school**

Incorporated as a company limited by guarantee in England & Wales  
Registered Office: Twiggs Lane, Marchwood, Southampton, Hampshire, SO40 4ZE  
Company Registration No. 7512922 - Charity Registration No. 1141697