



NEWSLETTER January - February 2021

This is a very busy time of year; we ask that you please check children's book bags after each session for any letters. Many Thanks

Welcome!

Welcome back to everyone who has been attending preschool during lockdown 3.0! With the latest announcement we look forward to welcoming back everyone from week beginning 8th March, it will be lovely to see all the children back again.

If you have any questions or concerns relating to children coming back to preschool please speak to Kirsty.

Staff

There have been some changes to staffing since September, please see below current staffing

Kirsty Harkins – Preschool Manager

Becky Copland – Deputy Manager (on maternity leave until Autumn term after welcoming beautiful baby Bella in December)

Please contact us by email on info@twiggslanepreschool.com

Sadie Mackie – Preschool Room Leader

Wendy Clarke – SENCO Practitioner

Sharyn Curtis – Practitioner (currently on sick leave)

Karen Goodson – Practitioner

Emma Gibbs – 2 Year Cabin Leader

Laura Poulter – Practitioner

Staff work between both the cabin and the preschool room, this we find is good for the children to be aware of all staff in the setting, you may see different members of staff around in the rooms, if you are unsure who anyone is please visit our website www.twiggslanepreschool.com and view the meet the team page.

Jane Garner – Finance Controller if you have any questions regarding invoices or funding please contact Jane on jane.garner@twiggslanepreschool.com

If you have any questions please speak to Kirsty

Topics

Since coming back in January we have covered friendships, chinese new year, valentines day and pancake day, incorporating activities into these themes for the children to explore.

We are currently looking at a Spring theme, including flowers and spring animals, we will also be doing some Mothers Day activities within this. We will be doing lots of planting in the garden of vegetables as well as plants, were hoping to have some more lovely dry weather for us to be spending more time in the garden as well. We try to plan our activities around the childrens interest and at times, their interests take over and our planning will head in a different direction following the childrens lead. Activities vary between the cabin and preschool room to ensure we are providing age appropriate activities for the children to meet their next steps. If you have any questions about the planning please speak to a member of staff.

Social distancing

Please can we ask when dropping off and collecting your child, please respect social distancing guidelines when speaking with staff members. Staff have been provided with PPE, and you will see them wearing masks and sometimes face shields when letting children in and out, this to protect the staff and yourselves. At the end of the day, we are unable to have conversations with parents/carers as the Infant school children need to use the same area that staff are in, if you would like more information can we ask that you either, call the preschool before 2:30pm or send an email to info@twiggsianepreschool.com and someone will be able to either have a brief chat over the phone or we can respond to emails, alternatively please comment on tapestry and your child's key person will be able to respond to you. If you feel you need to speak with a member of staff face to face, please make us aware and we can arrange for this to happen.

When collecting children from the cabin please come into the garden to wait, where possible please keep all children with you, as we may have other families collecting children at the same time.

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. If you have any ideas for fundraising events, we are keen to hear them, especially those that could take place whilst following government guidelines! Please speak to Kirsty

Tapestry

If anyone has any issues accessing Tapestry please let us know

Lending Library

We have a lending library that can be used by families, we have books relating to various things that you might find useful, new baby, moving house, separation anxiety, getting rid of dummies, using the potty, having two homes and more. If you would like to borrow any books please speak to Kirsty, you will need to sign the books out and return when you are finished with them.

Name everything!

Please can you ensure that all your child's belongings are named, this includes lunchboxes, water bottles, welly boots, coats and anything else! Can you also double check that you have all your child's belongings when you collect them. This is really helpful to the staff!

Fees

Invoices will be sent out in the next couple of weeks for the summer term, should you have any problems or queries regarding your invoice for your child's fees, please do not hesitate to contact Jane – jane.garner@twiggslanepreschool.com

Health & Safety



Please remember we operate a NO NUT/SHELLFISH (crabsticks) policy due to allergies. If your child requires an inhaler please could you ensure that you supply us with their inhaler in a sealed plastic tub clearly labeled with their name. All prescribed medication should be handed to a staff member.
Many Thanks.

Complaints Procedure

If you have any reason to make a complaint against a member of staff you must speak to the preschool manager, Kirsty immediately. If you however, have a complaint against the preschool manager you must speak to the chair of the board of directors, Duncan contactable on

Duncan.copland@twiggslanepreschool.com

The matter will be dealt with in the strictest of confidence. If you wish to contact Ofsted directly to make a complaint about the setting you can visit their website www.ofsted.gov.uk



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 info@twiggslanepreschool.com

Dates for your Diary

Monday 8th March INSET Day Preschool will
be closed

Easter holidays 2nd April – 16th April 2021
Last day of term Thursday 1st April

Please remember our door is always open, so if you do have any questions or concerns about anything, please speak to us.

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