

## **RAVENSHEAD PLAYGROUP: NEWSLETTER: February 2021:**

### **Welcome back:**

We hope you all had an enjoyable and restful half term break. We would like to extend a very warm welcome to our new children and will deliver our kindest support to your child as they settle in.

Playgroup are planning a range of lovely activities this term so your children can **'learn through play'** with an emphasis on Healthy eating, physical exercise, People who help us, with a particular focus on Farming and how things grow Please can you support us with this by talking about 'people who help us,' at home. We will also include our Easter celebrations.

**Transition visits to school:** If your child is moving onto school after Easter then please inform us with at least 4 weeks' notice. Thank you. School have requested that parents make an arrangement directly with the school for parents to attend with their child. Thank you.

**School places:** For those parents who are unfamiliar with the schools admission policy, children must be registered with the Local Authority in order to secure an offer of a place within a school. We are a separate organisation and have no direct links to decisions regarding school admissions.

**Sessions:** If you wish to increase/change your child's sessions with us after Easter, either because your child will receive funding or just to increase their attendance then please inform us accordingly. We will provide the **funding forms** for parents to sign prior to the Easter break if you have not already signed. Be aware we have very limited capacity so we will do our best to accommodate your preference

**Funding:** Please note: children are entitled to funding from the term following their third birthday, up to the 31st of March for Summer term entitlement. If your child's birthday falls between April 1<sup>st</sup> - August 31<sup>st</sup> they are not eligible for funding until September. We must have seen your child's birth certificate as this is a funding requirement.

**IMPORTANT:** 30 hour codes **must** be renewed every few months. The Funded Entitlement Parental Declaration form you sign enables us to claim for your child's place. If the code expires we have to **invoice** you accordingly, for the place you have signed for, in line with our charging policy 10.17, to retrieve expected income.

**INVOICES:** Will now be delivered via email: If you do not receive your invoice, please inform a member of staff as soon as possible as there is a 2 week deadline to collect all outstanding fees. Any late payments will incur a £25 late payment charge for additional admin.

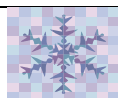


**Thank you again:** to all parents/carers who have donated toys and other items such as lovely books etc. They are very much appreciated and this enables us to dispose of some tired, worn out items. **Wanted:** any dry pasta for pasta play.

**IMPORTANT! Labels:** Please could you ensure that all your child's items are clearly labelled to reduce time searching for (coats, bags, hats, lunch boxes, drinking containers etc). Thank you.

**LATE COLLECTIONS:** Please can I remind parents of the importance of prompt collection of your child as our numbers are to the maximum and we must adhere to our Ofsted registration and ratios. It can be distressing when the child is waiting and as we share the room with another user we have to be clean and vacate so they can set up the room for their children to use. Late collection fees of £25 are issued where persistent lateness occurs in line with our late collections policy.

**Sick children:** The latest guidelines issued by the Health Protection Agency states: If your child has been **sick** or had **diarrhoea** that they **must** be kept away from the setting for a period of **48 hours**. This aims to reduce the spread to others whom attend. If your child shows signs of illness we will contact you accordingly. Please also check your child's hair as we do have the occasional instance of head lice. Thank you for your cooperation on this matter. **Could we ask that you always inform us for reasons of absence so we can list this in our daily register. This is required by Ofsted and is regarded as a safeguarding concern.**



If we do see the arrival of **snow** then we will follow the lead of the C of E school to close according to the conditions. Please look on the Ravenshead C of E School website.



**Easter Extravaganza!** We are planning a 'fun week' prior to breaking up for Easter and are looking for kind donations of Easter eggs or Easter related items to create a basket for a raffle. Thank you.

**NUT FREE:** Please could we request that you provide packed lunches that do not contain nuts. This is to minimise risk to any individuals with nut allergies. Thank you

**TAPESTRY:** We are in the process of introducing a new child observation/tracking system known as Tapestry. All new children will now be added to this and parents will be given details of how to log in and view what your child has been involved with during their time with us. The feedback so far from both our staff team and parents has been very positive so we plan to be fully operational with this new system by the end of this academic year.

**Term dates:** Our last day prior to the **Easter holiday is Thursday the 1st of April, returning on Monday 19th of April for the bank holiday.**

**We will also be closed on MONDAY, May the 3rd, for the bank holiday.**

**Finally:** I would like to extend a personal thank you for your most valued support and understanding during our temporary closure. We have been fortunate to have managed to remain open since last March and we continue to negotiate our way through this on-going situation, minimising risk where possible.

Please feel free to approach us with any questions you may have and we will do our utmost to help. Thank you.



Christine, Committee and our Staff team.