

The Forest Row Centre,  
Lodge lane, Collier Row,  
Romford  
RM5 2LD  
[info@childcarepwc.co.uk](mailto:info@childcarepwc.co.uk)

### Save The Number!

If your child/ren are unwell  
OR will not be attending  
Nursery.



Please call us on:  
**07754 064665**

You may use this number for any  
other queries you have.

Bev: 07752 546910  
Andy: 07763 412496

### Designated Safeguarding Leads

Mrs Beverley Nicholls – Director / Lead DSL  
Mr Andrew Nicholls – Director / Deputy DSL  
Teresa - Senior Manager /DSL  
Amanda - Manager /DSL  
Clare D - Deputy Manager /DSL  
Dawn F - DSL, Louise R - SENDCo



Like us on our Facebook Page:  
'PWC Ladybirds Butterfly Caterpillars  
@parklaneswykehamdaycare'



Caterpillar Setting  
Day- Care Newsletter



Spring Term 2 of 2

## February - April 2021

On behalf of Parklanes Wykeham Childcare Ltd, we would all like to wish you a lovely half term break. Thank you all, for your continuous support throughout these tough times of Covid-19. We look forward to working in partnership with you and your children throughout their sessions with us.

This will be a 6 week term -

Returning on **Monday 22nd February 2021 from 9.30am**  
& finishing on **Thursday 1st April 2021** for the Easter break.

### Reminders!

**Morning Session starts at 9.30am**  
**with a prompt pick up at 12.30pm**

**All Day Session: 9.30am - 2.30pm (5 Hours)**

\*\*\*\*\* **Late Collection Fee** \*\*\*\*\*

There will now be a fee for late collections. You will be issued with a late charge of **£5.00** for every **15 minutes** late.

**Please Note:**

The Fees letter will have to be brought in and signed by a Manager, when fees are paid in order to obtain a receipt. **Please** ensure all BACS payments include your Childs name as a reference. All fees are to be paid in full by the end of the second week, the latest date being

**Friday 26th March 2021.**

A **10% LATE charge** will be added to all late payments after this date unless agreed with Senior Management.

### Covid-19 Procedures

Parklanes Wykeham Childcare are working closely with current Government Guidelines and local authority policies and procedures regarding childcare services we provide. At present parents will not be allowed within the school. A member of staff will meet & greet you and your child/ren & sign in/out your child within the setting. Please use the outside garden area for access and collection. **Wearing of face masks when coming onto the grounds of the setting or speaking to our staff is mandatory.**

We understand that this is a challenging time for all of us and very much appreciate the payments that are still coming through. We are a family business and prompt payment is very helpful with cashflow during this period. Can parents please be aware to give us enough notice if, or when you are returning for our services. Spaces can not be guaranteed, on return, and will not be kept open! **Could Parents/Carers please keep to Social Distancing Rules**

If you have any questions please **email [info@childcarepwc.co.uk](mailto:info@childcarepwc.co.uk) or contact Andy/Bev.**

Please read Government guidelines and lets work together.

Thank you for your co-operation and please stay safe!

### **PWC offer 30 hours free childcare. To apply for 30 hours free childcare, you will need to...**

Visit the registration page on Gov.UK website and complete the registration process. If you are eligible, you'll receive a code. Take your code to your childcare provider. Parents need to re-validate there 30hr code each term, if your child's code is **NOT** confirmed & re-validated by the parent/carer by the cut-off date, the short fall of fee's will be the responsibility of the parent/carer. Please inform PWC if your circumstances change in anyway. Thank you!





## Dropping off & Picking Up

Children will access and will be collected from the outside garden area entrance at

12.30pm & 2.30pm

Please ensure that you bring your child's Two-Way Books to every session.

### Parent/Carer Questionnaires—

Please visit our website and take time to complete our questionnaire and tell us about your experiences, let us know how we are doing and how we can do better!!

### IMPORTANT! Late Charges!

Please ensure that you collect your child promptly. Any children collected after their designated collection time will be charged **£5.00 for every 15 minutes**

## Important Dates

This Term's Topic this term is  
Planting and Growing

01.03.2021 - St David's Day  
04.03.2021 - World Book Day  
14.03.2021 - Mother's Day  
17.03.2021 - St Patrick's Day  
02..04.2021 - Good Friday

Week 1 - Planting Vegetables  
Week 2 - Planting Broad Beans and Mother's Day Cards  
Week 3 - Mother's Day Flower Arranging  
Week 4 - Grass Seed Heads  
Week 5 - Planting Sunflower Seeds  
Week 6 - Easter Egg Hunt and Easter Nest Egg Cakes

### Polite Notice:

Please ensure that litter is placed in the bins provided on the grounds of the centre. Thank You.



## Forthcoming events

**Mother's Day Stall - Mother's Day is 14.03.2021**  
**Week 08.03.2021 to 12.03.2021**

Can you please bring in £2.00 in a small envelope with your name on it so you can buy your mum or someone special a small gift from our Mother's Day Stall.

**World Book Day - 04.03.2021**  
**Week 01.03.2021 to 05.03.2021**

Children can wear the costume from their favourite book character all week.  
Don't forget to bring in the book as well to share with all of us.

## Lunch and Snack:

### Snack Covid-19

Following government guidelines Parents will now need to supply a small snack for their child attending ALL Day sessions.  
i.e piece of fruit & crackers  
Milk and water will be supplied by PWC.

Please **MARK** their name clearly on the lunch box, and ensure the lunch box is plastic and not a material one so we can Sanitise it. Thank-You!

### Snack Covid-19

Please **Do Not** put treats like sweets, nuts, fizzy drinks, cheese strings, chocolate, peanut, or fruit strings in your child's packed lunch this includes:

**PEANUT BUTTER OR NUTELLA**



### Key Contacts:

**Teresa Patrick: Senior Manager**

**Amanda Went: Manager**

**Clare Davy: Deputy Manager**

**Louise Ridington: SENDCo**

Can you let us know if you have changed your:

- Home Phone Number
- Mobile Phone Number
- Or you have changed your address

## Early Years Pupil Premium

Sign up with your setting to get extra funding to support your child's learning

Early years Pupil Premium is additional funding for early years pre-school settings to improve the education they provide for disadvantaged 3-4-year olds including, but not restricted to, those adopted from care. The funding goes directly to registered early years providers that offer children the **free early education entitlement**. This extra funding will be spent to close the gap in attainment with training and resources to suit the requirements of the Setting.

### Parents/ Carers

Please ensure that you drive slowly & carefully when arriving & leaving the Setting!

