



West Park Out of School Club

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Autumn Newsletter 2021



Welcome back to a new school year, it has been great to see so many of you returning to the club and to welcome lots of new faces. The children have settled in well and it has been lovely to see the children playing as a whole group, now that we don't have to have group bubbles.

Themes We have started a display based on a book which will be on our big display board. It transitions from Autumn into Winter and follows a train who loves Christmas. We have also been following the themes of friendship, back to school and all about me.

Over the next couple of months our themes will be Autumn, Fire Safety, World Space Week and Harvest with some activities on World Mental Health Day which is on October 10th.

In the October holiday club, Nicola has created some fun planning with the themes of Autumn and Halloween.

Requirement Forms

Every month you will receive a requirement form in your invoice, please ensure this is returned by the date specified on the form. We would appreciate that dates are not sent by text.

If you require holiday club before Christmas, we are now taking bookings. **We are proposing to open Monday 23rd -Thursday 23rd December.**

We would like bookings as soon as possible. Thank you for your cooperation.

School run Clubs

If you have any children that go to the school run clubs, we would appreciate it if you could let us know which days and times they attend.

Sickness If your child is sick and you have let us know, but they are off for more than one day we need to know by 8:30 a.m. each day. This ensures we are not looking for your child at the end of the school day if they are still absent. This also means contacting us if your child has been sent home from school. The school does not notify us of child absences. If you do not notify us, you will still be charged for the session.

If you are going to be late picking up your child, held up in traffic or at work can you please contact us on **07865 238558**.

Toys/items from home

Please can we remind you that toys or other unnecessary items should not be brought into the setting, including fidget toys.

Covid-19

We are continuing to take measures to ensure everybody is kept safe. We ensure the room is cleaned twice daily and that all toys and equipment are sanitised after each use. We will still be taking temperatures for the time being.

We ask that you let us know as soon possible if you are taking your child for a PCR test.

School Uniform/Belongings

Could you please ensure that all cardigans, jumpers, water bottles and coats have your child's name in them, as the children wear identical items, and the staff must be able to differentiate between them. Unfortunately, we are unable to enter classrooms to go back for anything the children have forgotten, we will ask the children at pick up time if they have all their belongings. If something has been left behind this will have to stay at school until the next day.

Invoices and Payments

Your invoice will be ready at the start of every month. If you don't have a booking until the end of the month it is still your responsibility to collect and pay the invoice by the 10th of the month. If we have not received your payment by this date, we may send you a polite reminder by text message.

A 10% late payment charge will automatically be added onto your invoice the following month if your invoice remains outstanding after the reminder.

Allergies & Medical Conditions: If your child/children have any allergies or medical conditions, it is vitally important that you make us aware of these, to enable us to provide your child/children with the best possible care. We are also a **no nut** setting.

Contact Us

If you or your children have any brilliant ideas for fun things to do in the club or should you need to contact us for any reason, you can reach us by:

Email westparkdaynursery@yahoo.co.uk

Phone 07865 238558

Facebook West Park Day Nursery

Online at our website www.westparkdaynursery.co.uk