



### **Contact Information:**

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### **Spring term 2019**

Welcome to Spring Term 2019 Newsletter. There is a lot of information to absorb - but it is all very important – so stick with it! There will be a quiz at the end 😊!

Christmas seems like a distant memory now, however we hope you had a relaxing & peaceful break. Thank you for joining us at the Christmas show. It was lovely to see so many family members in the audience. I am sure you will agree that the children were all AMAZING! We had lots of fun after the show at our Christmas party. We sang & danced, chased bubbles & played parachute games. We even had a visit from Santa!

We would love to know if your child enjoyed receiving their photo & gift? The cost of these was included in the ticket price (along with the entertainer & special snack) and if the photos/gifts were well received we will do this again next year. So please take a minute to give us your feedback.

The ladies were thrilled with the lovely Christmas presents that they received. Thank you so much for thinking of us. We especially loved the Christmas cards from the children. There were so many lovely messages in them. It is wonderful to hear that you love WPS as much as we do!

### **New starters**

We wish a very warm welcome to Ivy, Jessica & Riley who have joined us this term. We hope you will have many happy days here with us at Wendover Preschool. As many of you will remember settling in can be a challenging process, but we have many strategies to help our little ones to quickly feel part of our special group. All our 'old' children have been so helpful with the settling in process for new children. They have shown kindness & empathy. We are so proud!

### **Signing in/out**

Our Local Authority requires all children to be signed in at the start of a session and out again when they leave. The signing in/out sheet will be available in the foyer in the morning and then in the setting once the session begins. If you forget to sign in/out we will do it for you and circle it so as it is clear that a member of staff has completed the sheet on your behalf.

### **Collecting children at end of session / Passwords**

Please collect children promptly at the end of the morning to avoid disruption to lunch/afternoon sessions. Children should also be collected promptly at the end of the day in order to allow staff time to clean & tidy ready for the following day. We would rather avoid the introduction of late collection charges but may have to consider this in the future.

We understand that there may be times when a delay in collection is unavoidable. In these instances please telephone to let us know (On site mobile: 07775 795900). Please also write in the diary or call us to let us know if somebody else will be collecting your child. If somebody else will be collecting regularly please email with the details. If we are ever unsure or do not recognise a person collecting we **will** ask for your **PASSWORD**. We ask for your understanding if we have to ask a family member – if we do not see people regularly we may not recognise them. As a rule **anyone** that collects your child from Pre-school must be able to tell us your individual **password**.

We have had circumstances in the past where a parents needs to change a password for reasons of safeguarding. If you need to change your password at any time please let us know in writing.





## Diary dates

### Term Dates

<b>SPRING 2019</b>	<b>7TH JANUARY 2019 – 5TH APRIL 2019 (lunchtime)</b>
HALF TERM (closed)	18TH FEBRUARY 2019 – 22ND FEBRUARY 2019
<b>SUMMER 2019</b>	<b>22ND APRIL 2019 – 19TH JULY 2019 (lunchtime)</b>
HALF TERM (closed)	27TH MAY 2019 – 31ST MAY 2019

### Dates for Antiques Fair:

Thursday 21st February, 2019

Thursday 21st March, 2019

Thursday 18th April, 2019

Thursday 16th May, 2019

Thursday 20th June, 2019

### Antiques Fair

Every 3<sup>rd</sup> Thursday in the month the main hall is used for an antiques fair. On these days we use the garden entrance and the car park will be very busy. Please take extra care – always follow the path from Wharf Road to the foyer doors.

### Fundraising

WPS is such a lovely pre-school and we thank you for making it so special. Our wonderful fundraising team work so hard to organise events such as the Christmas raffle and you are all so generous in your patronage. Due to your participation in such events we will be able to buy new resources to support learning and development and complete essential maintenance in the garden area. Should you have any ideas for future fundraising events we would love to hear from you? Watch out for Easter fundraising events & our annual sponsored walk in the summer term.

### Car park safety

At times the car park can be very busy, particularly when there are other groups using the main hall. This is just a reminder that there is a safe route into the foyer via the pathway that runs from Wharf Road onto the school campus. When using this safe route there is no need to cross the car park at all. We would like to encourage all families that walk to Preschool to access the hall via this route. We have been in touch with local schools to ask that they also encourage their parents and students to stick to the safe pathways.

### Fees

May we respectfully ask that all fees be paid in a timely manner. Despite the fact that the WPS ladies ought to be paid a wage that truly reflects their passion, commitment & dedication – they get minimum wage. Our rent has increased, as has our annual insurance. We have to pay an annual fee to Ofsted and have numerous other expenses that enable us to provide a safe, stimulating environment for your children. We do not make any profit – in fact we often make a loss. When fees are paid late it has an impact on the sustainability of Wendover pre-school. There is an opportunity to set up a payment plan if you find it difficult to budget for a half termly payment. Please see Tracey (admin) if you are having difficulties.

### Registers

Registers are now full until September with only 2 new places available at Easter - and these are already taken. If you would like to change or add sessions in September 2019 please let Tracey (Admin) know. After Easter we will be offering new places for September to children on our waiting list and obviously we would like to give you priority to change/add days first.



### **Lunch boxes**

Children who attend lunch club should bring a healthy packed lunch from home. You can find out information & guidelines on healthy lunches at [Children's Food Trust](#) under the section 'Your Child's Food At Nursery'. There is lots of other useful information about healthy eating for children on this site.

### **Infection Control**

It is inevitable that children will catch coughs/colds and other childhood illnesses at some point. At WPS we have a duty to our families (and staff) to ensure that we do all we can to control illness and infection. If your child is sick or has diarrhoea they MUST NOT come into preschool until they are clear of all symptoms for 48 hours. If your child is poorly enough to have medicine to control fever or pain (ie Calpol) the best place for them is snuggled up at home. We have children attending WPS who suffer from low immune function and in addition to this staff members have family who are suffering from long-term illness.

On occasion there may be exceptions to these guidelines. You can always call us for advice. However, if in doubt – keep them home!

### **Reporting absences**

Absences must be reported everyday (unless the absence is pre-arranged) and are recorded in the register. Please telephone or text the on site mobile: 07775 795900 to let us know if your child will not be attending their session. Bucks County Council undertakes register audits for funded children and any unauthorized absences may be questioned and funding may have to be returned. In the event of funding being reclaimed by BCC parents will be required to pay costs/fees.

### **Celebrating Birthday's in Pre-school**

Please let us know if you would like us to celebrate your child's birthday in Pre-school. We do not do this as a matter of routine. We have found that not all parents like us to and some children may feel uncomfortable with being the centre of attention. If you do give us permission we will celebrate by bringing out the golden birthday chair for your child at group time and they will get a special crown.

In the past it has been a tradition for the birthday child to bring in goodies to share with their friends at home time. This tradition is no longer practical now that children leave at various times throughout the day. As an alternative your child may like to bring in a fruit platter to share at snack time. This could be fruit kebabs, or a fruit salad. Another idea is to bring in a special book or story to share at group time.

### **Staff training/Students**

We have an Inset day coming up on Friday 15<sup>th</sup> February. This is for essential First Aid Training. Early Years Settings are required by law to have a First Aider on site during a session. However, at WPS, we all undertake First Aid Training to ensure that we are providing the safest environment for your child. The course is a 12-hour Paediatric First Aid Level 3 course. To cut down on the time that the ladies are taken out of the setting we are completing the first 6 hours of the course online (this will be done during our own time). Then the second part of the course will be a practical assessment on Feb 15<sup>th</sup>.

We also carry out regular in house training sessions led by Sharon and the ladies attend courses/workshops run by the local education authority. Often we take these courses in the evenings or at weekends so as it does not effect WPS sessions.

Leighann & Nicole are currently studying for their Early Years Educator certificate. As such they will be observing children within the setting as part of their course and will use these observations in their studies. All observations used will be anonymous but if you do not wish your child to be part of their studies please do let us know. Sharon is mentor for both students, so if you have any questions please ask.



## NOTICE BOARD

### Contact

It is extremely important that you ensure all contact details are up to date. We must be able to contact you in case of an emergency.

**Please also inform us of any new medical conditions/allergies.**

### EYFS curriculum

There is a link on our website ([www.wendoverpreschool.org.uk](http://www.wendoverpreschool.org.uk)) to the Foundation Years Website. Here you will find information about the Early Years Foundation Stage (EYFS).

You may find the new publication [What to expect, When?](#) particularly useful when supporting your children at home and understanding their development.

If you don't have access to a computer please let us know and we can print information for you.

### Mobile phones

It is a safeguarding requirement that mobile phones and cameras are not used within the pre-school except those belonging to the pre-school. If you must take a call please do so in the foyer area before entering the setting to drop off or collect your child.

I must insist PLEASE that you do not use your mobile phone when in the cloakroom or playroom. During special events – such as a show or graduation - you will be informed if taking videos/photos is permitted on that occasion.

### Car Parking

All pre-school parents should have a permit, which allows them to use the car park. These permits allow you to park in the Memorial Hall car park to **drop off and pick up** your child **from pre-school**. Permits must **only** be used at these times and on the days that your child attends. If you do not already have a permit please ask. Please make sure that it is displayed clearly in your car.

The memorial hall committee may challenge people who park in the car park, as unauthorised parking is an on-going problem.

### CLOTHING

Children should always come to Preschool dressed appropriately. Things to consider:

- ❖ Weather (during cold weather children must have warm clothing as we will still be outside).
- ❖ Messy play
- ❖ Independence when using the bathroom
- ❖ Safety of shoes for physical activity.

All items should be clearly labelled with your child's name (including lunch boxes!)



## Pre-writing skills

Pre-writing skills contribute to a child's ability to hold and use a pencil, and the ability to draw, write, copy, and colour. A major component of pre-writing skills are the pre-writing shapes. These are the pencil strokes that most letters, numbers and early drawings are comprised of. They are typically mastered in sequential order.

**PRE-WRITING SHAPES**

Before your child can learn to write, he or she needs to be able to draw these shapes

 2 years	 2½ years	 3 years	 3½-4 years
 4 years	 4½ years	 4½ years	 4 years 11 months
			 5 years 3 months

 Children who can draw an oblique cross are able to copy more letters and numbers than children who cannot

*Please remember that all developmental ages are just a guide. Every child is unique.*

## Other pre-writing skills:

- **Hand and finger strength:** An ability to exert force against resistance using the hands and fingers that allows the necessary muscle power for controlled movement of the pencil.
- **Crossing the mid-line:** The ability to cross the imaginary line running from a person's nose to pelvis that divides the body into left and right sides.
- **Pencil grasp:** The efficiency of how the pencil is held, allowing age appropriate pencil movement generation.
- **Hand eye coordination:** The ability to process information received from the eyes to control, guide and direct the hands in the performance of a task such as handwriting.
- **Bilateral integration:** Using two hands together with one hand leading (e.g. holding and moving the pencil with the dominant hand while the other hand helps by holding the writing paper).
- **Upper body strength:** The strength and stability provided by the shoulder to allow controlled hand movement for good pencil control.
- **Object manipulation:** The ability to skilfully manipulate tools (including holding and moving pencils and scissors) and controlled use of everyday tools (such as a toothbrush, hairbrush, cutlery).
- **Visual perception:** The brain's ability to interpret and make sense of visual images seen by the eyes, such as letters and numbers.
- **Hand dominance:** The consistent use of one (usually the same) hand for task performance, which allows refined skills to develop.
- **Hand division:** Using just the thumb, index and middle finger for manipulation, leaving the fourth and little finger tucked into the palm stabilizing the other fingers but not participating.

If these skills are underdeveloped it can lead to future frustration and resistance due to a child not being able to produce legible writing or to 'keep up' in school due to muscle fatigue. This can then result in poor self-esteem and academic performance.

Another issue that can knock confidence when transitioning to school is correct letter formation. If on transition children are already interested in writing they will be expected to form letters correctly. If children have not mastered the pre-writing shapes & correct letter formation they may associate the wrong movement with certain letters (common errors are forming 'o' using a clockwise movement or 'adding' on a tail to an 'a'). Consequently they have to retrain their brains and change their muscle memories – a difficult task particularly in a new environment. So if your child is showing an interest in writing we can work together to ensure that they are offered opportunities to master the skills necessary to become confident capable future writers. We have information sheets/resources at WPS that can help – please come and ask.



### **Photocopies**

Please don't forget to have a look at the parent's notice boards in the cloakroom and look out for whiteboard information reminders & notices. If you would like a photocopy of any of the information sheets on the notice boards please do let us know.

### **IT Appeal**

We need to get a new reliable laptop for administration purposes in the very near future. If anybody has any contacts that may be of help please let us know. It may be that you know of a business who are due to update their IT equipment or of someone that can get us a good deal? We would greatly appreciate your assistance. Also, the Memorial Hall committee is considering getting Wi-Fi. If they do we would love to get an iPad or similar so that we can look up information or watch educational clips with the children, again if you can help – please shout!

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Phew – I think that is about it! Well done for sticking with me, don't worry – I was kidding about the quiz!

Just one last thing to remind you of –

At WPS We Teach the Whole Child

When we teach pre-schoolers, we teach the whole child, not just their brain.

We enable them to live, to laugh, to love, and to grow.

We encourage children to be confident so that they can speak up when they need to say something.

We teach children to share a toy once they are finished so they can practice generosity.

We inspire children to care so that they can offer a hug to a hurting friend.

We offer children choices to show them that what they are interested in really matters to us.

We present children with open-ended activities so that they can create, imagine, explore, and discover.

We give children time when they disagree with one another so that they have a chance to work it out.

We provide children with unhurried moments so that they develop persistence in whatever they are doing.

We permit children to be angry, frustrated, or upset because it happens to even the best of us.

We listen to children, on their level, because what they say is important, relevant and sometimes really really funny!

We explain to children that we all make mistakes & mistakes are good because that is how we learn & grow.

We value children's individuality, originality, independence & creativity – even if it means we get a bit messy!

We empower children to hope because hope is that voice inside that says, "Yes, you can."

We look forward to celebrating the achievements of each unique little person at Wendover Pre-school during the coming months.

We hope you have a wonderful term.

Sharon & team x