

## WEEK BEGINNING MONDAY 21<sup>st</sup> JANUARY 2019 ☺

This week we will be looking at numbers, shapes and patterns. We will be singing lots of number songs and rhymes, using visual number cards.

We will look at patterns in the natural world and making pattern and number collages. We will take large shapes outside to play games with and play small number games, in small groups.

Please encourage your child/children to look out for numbers, shapes and patterns in the environment and encourage counting at home.

**NEW: Water Bottles:** We would like all the children to bring in their own water bottles for lunch so that our staff don't spend their time washing up and can instead spend time with your children. Please can these be named so as to avoid any mix ups.

**NEW: Book Lending Scheme:** We will be introducing a new book lending scheme, so that the children can choose a book to take home and look at and share with their family. This will be co-ordinated by Mary.

**STAFFING:** Sam Thompson, our Deputy Manager has resigned. We thank her for her dedication to the children and for all her hard work since the pre-school was established five years ago. We wish her every success in her future endeavours.

We are proud to promote Kat Woodcock to the permanent position of Deputy Manager. Kat has been acting Deputy since October, previously being one of our Pre-School Assistants and we congratulate her on her promotion and are sure she will work closely with Jo to ensure the best possible care for all your children.

We also welcome Emily McKay to the team as Pre-School assistant on a Monday, Wednesday and Thursday. We are very proud of our dedicated pre-School team and are sure that these changes will do nothing but enhance the care your children receive at the pre-school. However, if you have any concerns please speak to Jo or Jayne.

**Clothing:** Now that the cold weather has arrived please make sure your child is appropriately dressed for the weather. Please make sure your child brings a named coat for all sessions please. As amazing as our staff are it can be tricky to match children to coats when we are going outdoors with no names. Your child will not be able to go outside if they do not have a coat. Named wellies (to be left at the setting), hats, and gloves would be appreciated to keep the children warm when we use our outdoor facilities. Could all children also come to setting with a spare change of clothes in a named bag. Wet wipes and nappies should also be provided in your child's bag if your child requires them.

**Invoices:** Invoices were sent out last week. Please note that this term the KCC funding for 15 & 30hrs is for 11 weeks only so you may experience charges you were not expecting. If you would like further explanation please contact our Business Manager, Zoe Bedford-Cooper, [zoeggvp@gmail.com](mailto:zoeggvp@gmail.com). If you wish to set up a payment contract to spread the cost of your child's sessions at pre-school please also get in touch with Zoe who will happily help with any issues you may have. If you add any sessions or lunch after your initial invoice you will be invoiced separately for them.

**Future Sessions for your Child(ren):** Sessions now and in the future are filling up very fast to the point there may have to be a waiting list for some sessions/days, so if you are thinking of increasing your child's sessions in the next few months or for September and have not already spoken to Jo about which days you would like then please do so as sessions are now very limited and some sessions are now completely full.

If you have any queries/issues please make sure you speak to Jo Galloway in setting or on 01580 212777 / 07483 262753 or your child's key worker who will be able to help. As well as Jo Galloway, our Manager, your child's key worker and Zoe Bedford-Cooper, our Business Manager [zoeggvp@gmail.com](mailto:zoeggvp@gmail.com) I am always available should you wish to discuss any aspect of your pre-school experience 07766 553728 / [jaynegvp@gmail.com](mailto:jaynegvp@gmail.com).

### GENERAL NOTICES:

**Payment of Invoices:** We are experiencing non-payment of some fees. We appreciate that payment of fees can be tough at times and we appreciate those families that have set up payment contracts in order to spread the cost of their invoices and continue to pay in increments. However, if you have an outstanding invoice from last term could you either make full payment before the next invoices are sent out or if you are not already on an agreed payment contract please contact Zoe, our Business Manager to arrange one or to discuss your invoice. Any invoices unpaid from last term may result in us having to look at decreasing your

child's hours to the universal 15 hours or if your child is not funded look at decreasing their hours until the debt is cleared.

**Can you volunteer for an hour or two?:** Any parents who would like to come in to do reading or other activities please talk to Jo who will be very happy to hear from you.

**Lunch Boxes – A reminder:** Lunch boxes should contain a balance of savoury and sweet and should ideally contain at least one piece of fruit. Because of allergies, children should not bring in food items containing nuts for their packed lunch. We hope you understand the severity if a child with allergies were to come into contact. Even the smallest amount could have huge consequences. Thank you for your understanding in this regard.

**Parking / Vicarage:** The lane adjacent to the playground is the entrance to the vicarage and they are a family of four children who also have to be dropped to school etc. Please do not park in this lane as you are essentially blocking the way to a residence. We know parking can be tricky at times but do bear this in mind.

**Polite Notice:** We are experiencing quite a few late drop offs and it is proving disruptive to the start of the sessions, as we can't go outside to the Forest Area or garden until everyone is in. We very much understand that this is unavoidable at times and as a one off or with prior notice this is fine but please make every effort to get your child in on time so we can start our day. We are happy to let children in ten minutes early if it is arranged in advance but as we have to set up in the morning we will not have time to discuss any important issues you may have. We hope you are understanding of this polite request.

**Donations of pre-school clothing:** If you are having a clear out and would like to donate any unwanted 0-5yrs clothing to the pre-school we would be very grateful. Money raised from the clothing sale rail is invested in the children's pre-school experience, for the garden/forest area, for crafting, for baking etc. Many thanks for your support ☺

**Voluntary Contributions:** You will notice that you have received an invoice for a 'voluntary contribution'. The pre-school is very, very grateful for those parents who have paid this. Money received from these invoices is set aside and used directly to buy pre-school equipment and resources that we would otherwise not be able to afford. These contributions are directly to benefit your child's pre-school experience with us and each term we will tell you how much has been received and what we have invested it in for your children. Many thanks for continuing to support the pre-school.

**30 Hours Funding:** For anybody wanting 30 hours funding please look on the childcare choices website (<https://www.childcarechoices.gov.uk/>). We have limited places so please let Jo or Zoe know if you are considering this option. If you have any queries please contact Zoe on [zoeggvp@gmail.com](mailto:zoeggvp@gmail.com).

**Sick Days:** If your child is ill and has to take a sick day then please ring the setting asap to let us know: 01580 212777 / 07483 262753.

Photos of pre-school activities can be found on our Facebook page.

[www.goudhurstvillagepreschool.co.uk](http://www.goudhurstvillagepreschool.co.uk)

<https://www.facebook.com/GoudhurstVillagePreSchool>

Many thanks,

Jayne Russell & Jo Galloway

Goudhurst Village Pre-school

Registered Charity No. 1152404

Jayne Russell: Chair/Trustee: [jaynegvp@gmail.com](mailto:jaynegvp@gmail.com) Tel: 07766 553728

Jo Galloway: Manager [joannegvp@gmail.com](mailto:joannegvp@gmail.com) Tel: 01580 212777 or 07483 262753

Zoe Bedford-Cooper: Business Manager [zoeggvp@gmail.com](mailto:zoeggvp@gmail.com)

[www.goudhurstvillagepreschool.co.uk](http://www.goudhurstvillagepreschool.co.uk)

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