

**Contact Information:**

On site mobile: 07775 795900

(Admin Mobile): 07923 090696

Email: admin@wendoverpreschool.org.uk

Facebook: Wendover Pre-School

Website: www.wendoverpreschool.org.uk

Spring Term 2024

Welcome to Spring Term at WPS. We ended Autumn Term on a high with our fabulous Christmas show and what a show it was. We were so proud of the children! Thank you for coming to watch and for supporting our fundraising raffle. We are buying some great new resources and planning some exciting activities!

Thank you for the kind wishes and gifts we received at the end of term – we felt very spoiled and your lovely words are always so appreciated.

You will see some new faces joining us over the next few weeks. A smile and a hello in the foyer or at the garden gate will go a long way to making everyone feel welcome to our WPS family.

Working together

Communication is key to building understanding and to ensure that we are providing the very best start for all children. Please let us know if there have been any significant changes/adjustments/events that may affect your child in any way. Is something happening at home that might be worrying them, have they had a bad night, not eaten very well? Children often explore their thoughts and feelings during play and it really helps us to respond effectively if we have some context.

You can contact/message us during session times on the setting phone (07775 795900) if you don't have an opportunity to share information at drop off. This number should also be used to inform us of emergency changes to who is collecting (remember password will be required) or anything else that we might need to know whilst your child is in our care.

To inform us of an absence, important dates for the diary, **advance** changes to who is dropping off/collecting, or any enquiries about fees/extra sessions - please speak to/leave a message for Tracey Admin on 07923 090696 or email admin@wendoverpreschool.org.uk

Learning Journeys Books

Your child will be bringing home their Learning Journey Book after half term to share with family and friends. When the books come home please use the opportunity to fill some of the pages yourselves. You might like to include some information about or photos of any clubs/classes they attend, photos of visits to the park, or write about visits to family, days out or walks in the woods. We know that you enjoy seeing what they have been up to at school and we are just as excited to see what they have been doing at home! In addition to adding your own things to the Learning Journey, there will also be a sheet in the Learning Journey for you to share some information with us.

If you would like a face to face catch up with your child's Early Years Teacher or your Key Person, for a chat about your child's wellbeing, development and areas of focus please let us know and we can put a mutually convenient time in the diary.





Weather

Should we need to close the Preschool due to weather conditions, we are guided by the schools on campus. They have a risk assessment procedure which includes factors such as safety for pupils and teachers travelling to school, safety conditions on campus and surrounding roads, temperatures of buildings and more. You will be notified as soon as possible of any closures and you can find details of all school closures here [Buckinghamshire](#). Should we need to close when we are in session, we will call you (or your contacts if you are unavailable) and children must be collected promptly.

Punctuality

Please aim to drop children off at 9am (unless otherwise arranged). Children must also be collected on time at the end of their session. Morning sessions finish at 12 noon, lunch club ends at 12.30pm and afternoon sessions finish at 3pm. Please note there is a **charge for late collection**, which will be added to your invoice (see policies document).

Passwords and named contact

Everybody who collects your child from WPS must know your password. If they can not give us the password we will not release your child to them until we have spoken to you. If you feel your password might be compromised please come to see us to change it immediately.

If you are uncontactable whilst your child is with us, or unable to come back and collect them promptly, you must ensure that you have a **local** nominated person who can collect in an emergency situation. This person should be one of your named contacts so we have their details on record, they must also know your password. We must be able to close WPS promptly in case of emergency. This could happen because of extreme weather, staff illness, building evacuation.

Water bottles/Lunch boxes

Water bottles must be named and be flip straw or sports lid please.

Children who attend lunch club should bring a healthy packed lunch from home. If children have chocolate or sweet treats in their lunch box we will encourage them to save these occasional treats for home time. You can find information & guidelines on healthy lunches at [healthier-families/healthier-lunchboxes](#).

We support children to develop independence when eating their lunch. This will help when they go on to 'big' school. Please keep this in mind when packing a lunch – avoid fiddly wrappers or difficult lids. We will put all uneaten food & wrappers back into a lunch box – so as you can see what has been eaten.

Infection Control

If your child is unwell and needs one to one attention/comfort or they are not well enough to participate fully in the daily routines/activities, we ask that you keep them at home. If your child becomes unwell whilst at WPS we will contact you and, in most cases, you will be asked to collect your child within 15 minutes. Please ensure there is always someone, from your list of contacts, on hand to collect at short notice.

We value the opportunity to work with you for the best interests of your child and our WPS family, and our **'Keeping Everybody Well at WPS'** guide is for both parents/carers and practitioners to follow. If you are ever unsure of anything please contact us.

TERM DATES 2024

Spring term

4th January - 27th March

HALF TERM - 12th February - 16th February

Summer term

15th April - 18th July (19th for school leavers)

HALF TERM - 27th May - 31st May

INSET DAY

Monday 3rd June 2024

NOTES

18th July 2024 - last day of term for 2 & 3 year olds- close at 3pm

19th July 2024 - open for graduation ceremony (school leavers only)

Dates for your diary

World book day dress up Thursday 7th **(and)** or Friday 8th March
(donations to WPS fundraising).

Spring 100 Square Fundraiser week beginning 18th March.
Win a giant Peter Rabbit and other prizes.

Antiques Fair

Every 3rd Thursday in the month the main hall is used for an antiques fair. The car park and surrounding area will be very busy. Please take extra care and allow extra time for parking. Use garden gate.

Dates for Antiques Fair:

18 January, 2024

15 February, 2024

21 March, 2024

18 April, 2024

16 May, 2024

20 June, 2024

18 July, 2024



Promoting independence

We aim to ensure that all children are independent in their self help skills by the time they go to school. Putting coats on and doing zips is important, as is putting shoes on and off by themselves. Please ensure children's shoes are easy on/off.

Children should also be encouraged to manage their toileting independently, from pulling down/up their clothes to wiping when ready.

Car Parking

All pre-school parents can have a parking permit that allows 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, without a permit, who park in the car park, as unauthorised parking is an on-going problem.

Feedback

Your feedback is crucial to our good practice. Please fill out this form and help us to improve.

[2024 Parent Carer Feedback Form](#)

How can you help

Are you a keen gardener who could come in and get our little garden patch going in the spring?
Do you have a job or hobby that you could come and talk about?

Could you think of us when having a clear out? The following items are always on our wish list...

Paper for drawing - particularly A3 size
Multicultural resources - ie instruments, books, photos, kitchen equipment
Junk modelling boxes
Cotton Reels
Bags of gravel
Small gutter pieces
Cardboard cylinders
Small containers with lids
Craft items - ie sequins, foam shapes, pompoms, stickers
Electronic toys - such as play computers, calculators, keyboards,

We are grateful for any support you can give us at WPS.
Thank you!

We are very much looking forward to the Spring Term - the mornings will soon be brighter and the weather milder.

Miss Sharon & Team x

