



## Little Ducks Pre-school Spring 2024 Newsletter

**Term dates: Mon 8 January – Friday 29 March**

8 Jan	letter of the week	Uu
15 Jan		Ll
22 Jan		Ff
29 Jan		Bb
5 Feb		Jj
12 Feb		Qq

**Half term: w/c 19 February**

26 Feb	Vv
4 Mar	Ww
11 Mar	Xx
18 Mar	Yy
25 Mar	Zz

**Happy New Year and welcome back to Little Ducks Pre-school!**

Hope you all had an enjoyable Christmas and were able to enjoy time with family and friends. All the staff would like to thank you for all your kind cards and gifts they are much appreciated.

**A few reminders for the new term.....**

- **Bag contents** - Children's bags brought into pre-school should only contain items needed for the session like change of shoes/ clothes, drinks and items linked to theme or letter of the week for show and tell. For all children's safety please ensure that very small toys, coins, make up and food items are not left in bags or brought into the session.
- **Labelling** - Please ensure **all** items are clearly labelled with your child's name and use bag tags provided.
- **Outdoor play** - As we are going outside every day when possible children need *indoor and outdoor shoes* or wellies.
- **Jewellery** - children should not wear any jewellery apart from small stud earrings.

### **Payment of Fees**

Please remember unless you have agreed alternative arrangements with Michelle fees are payable in the first 2 weeks of term. Prompt payment is always appreciated as chasing fees is our least favourite thing to do!!

### **Tapestry online**

Our Tapestry system to record your child's progress and achievements is always available for you to view online. Children new this term have been entered onto the Tapestry system and parents should have received an email asking them to set up their password in order to access their child's learning journal. When you get the opportunity to look at your child's journal we would appreciate it if you would add your comments. If you have any photos from over the holiday period you could add them too.

### **Key Person**

Your child's key person will introduce themselves and as some staff do not work every day we use a "buddy" system and the name of your 2<sup>nd</sup> key person is included on the introductory note. Some children who were with us last year may have a new key person but you will be informed if this is the case.

### **Rising 5's Homework**

The aim of the optional activity sheets will be explained in a letter to all rising 5's in the next half term.

### **Adverse weather**

In case adverse weather the pre-school plans to remain open unless there is any problem with the premises or enough staff cannot get to work safely. If this happens an email will be sent to parents and a message will be posted on our website [www.little-ducks.co.uk](http://www.little-ducks.co.uk).

### **News Tree**

The news tree is there so that your child can share news and events from home at circle time and it can be added to their journal. Although parents cannot access it at present you can still hand a note of any news to staff at the door.

### **Telephone numbers**

If you should need to contact us during opening hours please call the HQ on 01277-234346.  
Mobile number 07389-725844 (available during opening hours Mon-Fri)

Regards,  
Michelle Yarwood and the Little Ducks team