



Newsletter – Term 1 2015

www.steppingstonespreschool.org.uk

Welcome/Welcome Back!

Welcome to a new term at Stepping Stones. We hope you have all had a lovely break over the summer and enjoyed the sun, (and rain!).

We ended the last term with our pre-school leaving ceremony, which gave us the opportunity to say goodbye and good luck to our 4 year olds who will be starting school. It is always an occasion of mixed emotions as we wave them off to pastures new and big school.

All through the holidays we ran our holiday club, and were delighted with the number of new parents and children that joined us. The weather was kind and we enjoyed many days out in the sun playing games and lots of fun activities.

For the first few weeks of this new term our priority has been helping new children and parents settle into the rooms, and become acquainted with the routines, as well as developing new friendships. We will also be supporting our existing children who have moved up to pre-school, become confident in their new room and in their new role as the “big” children.

Website

Over the last few months we have been working very hard to develop a new website. This is now live. We will be launching a parent's login area after the October half term for parents of children in our Green and Red Room.

Please do refer to our website for information required as this will now be one of our main vehicles of communication, as parents lead busy lives and are looking more to technology for the information that they require out of hours.

Staffing Update

All details regarding staff and key workers should have been communicated to you prior to July.

It is with great sadness that due to personal circumstances Becky Tyack, after nearly 13 years with us has had to make a difficult decision to leave us. We will be organising a collection and opportunity to say goodbye in the next few weeks. We will be recruiting for a new member of staff as

soon as possible. Parents of children who will have been allocated Becky as their key person will need to speak with Kim Martin to discuss the interim arrangements.

Fees

Invoices will be issued by the end of next week, so please look out for them in drawers. Holiday club extra bookings will be invoiced shortly after.

3-4 Year Old Funding

As soon as we start this term we have to ask our parents to complete their funding contracts. Thank you for your support in getting these done. Newly funded children who turned 3 over the summer and any new children who start with us in Preschool will need to complete a new contract as well as bringing in your child's birth certificate or passport and a utility bill with your home address which must be less than 3 months old.

Those parents whose children are already receiving funding must complete a new form for this year and sign for this term. Please see Teresa or Kim to do this before the 11 September.

Any forms not completed prior to this time will not be eligible to claim funding.

Changes of Bookings, Extra Sessions and Holidays

The Centre is busy this term and when all our planned starts have joined us we will have almost reached full occupancy in both rooms, along with a big demand for the Breakfast Club and After School Club.

It is also important to remember that if you want to change your child's sessions on a permanent basis you will need to fill out the Change of Booking Form. We will require a months' notice for any changes to bookings and when advising holiday dates. Once the appropriate form is completed, any respective invoices will be adjusted accordingly. All extra sessions and changes are, of course, subject to availability.

We currently have no availability for Breakfast Club or Afterschool sessions other than those already booked.

Communication

We provide a drawer in each classroom for your child to enable us to communicate with you, in addition to putting their work in for you to take home. Please remember to check your child's drawer regularly.

We have a comments box in each classroom for you to post your feedback or ideas.

Those children who will only attend wrap around school care will have a folder in Reception in the Red File Box. This is where they should collect copies of invoices and paperwork.

We also have a Facebook site called 'Friends of Stepping Stones Pre-School Brackley'. We list future events, photos and fundraising activities so please feel free to add us as one of your groups. Before you do this you will need to fill in a terms of use form for Facebook which can be obtained from the office.

Contacts

Email Addresses

Kim:

manager@steppingstones-preschool.org.uk

Teresa

admin@steppingstones-preschool.org.uk

Uniform/Clothing

Uniform at Stepping Stones is optional, but is available from the office. Jumpers are £8.50 and T-Shirts £5.50. Please see Teresa if you wish to purchase any. Uniform will be available from the end of September as we are still waiting for our supplier to deliver them.

We also gratefully receive any old uniform, and have already sold all our donated uniform from our parents who left last year. Thank you to those of you that purchased this and donated money to Stepping Stones.

Please remember to label all items of clothing. 'Easy2name' has a great range of labels which go on just about everything. Any orders placed will also raise 20% of your order for Stepping Stones. Order forms are available in the office. Our Fundraising code for this is Stepping Stones NN13, as there are lots of Stepping Stones!

Committee Meeting

Our AGM will be held on 21 October so save the date and come and see what Stepping Stones is all about, and the importance of our parents and volunteers. Remember Stepping Stones is a charity

and without the help of our parents and volunteers we would cease to exist!

Can you help?

Do you have a skill or know someone else that could help us in some way with, for example, painting, gardening or just general repair and DIY work?

From time to time we have jobs that we need to do and it would be great to have a bank of parents/carers that we can call on instead of using outside contractors which cost the charity money.

If you can help we would love to know, please contact Kim Buckingham.

October Holiday Club

We will be running the next holiday club during October Half Term. Booking Forms are available from the office or online. Due to the popularity of our Holiday Club we will only be accepting bookings up to two weeks prior to our Holiday Club. Please also note that holiday bookings cancelled at short notice will not be refunded are subject to our booking policy which can be found online.

A Reminder of things you need to do as parents:

- Label every item of your child's clothing that comes into nursery.
- Label your child's bag or lunchbox clearly on the outside.
- Always remember to pack extra clothing for a day at nursery as we always have lots of creative activities that can get messy!
- When you require extra sessions, please fill in an 'Extra Sessions form' which can be found on the notice boards in the rooms. Obviously we will try to accommodate requests for extra sessions wherever possible, however we cannot guarantee them.
- A 'Change of Sessions form' must be completed when you want to reduce or increase your child's sessions. A month's notice should be given in writing please if reducing sessions.

And finally . . .

Welcome to all our new children and their families who have joined us this term. If you have any

questions do not hesitate to ask a member of the team who will be happy to help.

Don't Forget This Term . . .

To register with Easy Fundraising. If you do all your shopping online and use easy fundraising as your search engine for the shop and register Stepping Stones we will get commission on whatever you spend, so you are helping us without doing anything!

Dates for Your Diary

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| 11 Sept | Funding contracts to be completed by |
| 8 Oct | Bracken Leas open morning for parents with children starting school in September 2016 |