**A BIG WARM WELCOME TO OUR NEW AND RETURNING CHILDREN AND FAMILIES. It has been lovely to meet you all at our stay and play sessions before the summer and recently on home visits.**

**STAFFING**

**Overseeing Manager for both settings**: (Porchester Road Monday, Thursday and Friday)

Zoe Marler-Hausen (SENCo and Designated Safeguarding Lead Officer)

**Deputy**: Theresa Quartermaine (Health and Safety Officer and Physical Activity Lead) – Red Group

**Administrator:** Carmel Gardner (works remotely)

**Practitioners:**

Jade Cavill (ECaT Lead) - Yellow Group

Gill McCarthy - Blue Group

Ella Hillis (maternity leave from Nov) and Jodie Still – Green Group

Jasmine Knight – Purple Group

Duka Lebbern – SEN 1:1 practitioner

Rachael Watt – Lunch Club Support

**WHAT TO BRING TO PRE-SCHOOL**

Please can you ensure **ALL ITEMS** your child brings into pre-school are clearly labelled with their name. Including lunch boxes and water bottles.

Each child should come with a named bag, a full change of clothes, and a coat. Named sun cream and sunhat, and wellies/waterproofs if wet. If your child wears nappies, please can you provide spare nappies, wipes and nappy bags to enable us to change them.

**PAYMENTS**

Invoices for lunch club or session fees are due in **advance**, these will be sent to you via Quickbooks. Please keep up to date with your payments.

**30 HOURS FUNDING ELIGIBILITY:**

Please can we remind those families who are accessing 30hrs funding that they need to re-check their eligibility every 3 months. If this is not completed you will be charged for the sessions.

<https://www.childcarechoices.gov.uk>

You can check now if you think you would like to access this in the January term.

**FACEBOOK Page **

We have a Ladybirds Porchester page for you to be involved with, please find us and join in to keep up to date with what’s going on. You can also visit our website [www.ladybirdsrus.co.uk](http://www.ladybirdsrus.co.uk)

**Tapestry:** We use the online journal Tapestry to record your child’s learning and development at pre-school. By now you should’ve all received a log in password and be able to access your child’s page. Please do add your own photos and observations from home experiences, we love to see them. Any questions come and chat to a member of staff.

**Accident forms:** We will be uploading accident forms to your tapestry account and we ask that you comment on them to acknowledge you have seen them. Any head bump accidents, we will call you at the time so you are aware.

**Parent consultations and reports**

This year we will be sending home settling in reports for our families just before October half term, we will then offer appointments for face to face consultations or phone calls, where you can talk to your child’s key person and discuss progress and next steps. However, feel free to chat to staff in between these times if you have any questions/ concerns and we of course will help you.

**SEPTEMBER 2024 School Starters**

Children born between 1 September 2019 and 31 August 2020 are able to start school in the school year beginning September 2024. Admissions online opened on Monday 4th Sept and close on 15 January 2024 at 23:59. [www.southampton.gov.uk/schools-learning/find-school/apply-school](http://www.southampton.gov.uk/schools-learning/find-school/apply-school)

Please contact individual schools for details on their open evenings.

**Giving Tree and snack donation**

If you have any art and craft bits hanging around at home (paper, envelopes, pens, bits and bobs we can stick onto pictures) please do drop that at pre-school as we are grateful of all donations.

We also have a red pot on the blue trolley if you would like to pop some money in to help towards the cost of snack, this is voluntary. Thank you

**DATES FOR YOUR DIARY**

**Half Term:** 23rd Oct – 27th Oct 2023 CLOSED

**CHRISTMAS HOLIDAYS:** 18th Dec – 1st Jan (as bank holiday)CLOSED back Tuesday 2nd January 2024

For our full academic term dates please see our website [Ladybirds Preschool Southampton - Calendar Dates (ladybirdsrus.co.uk)](http://www.ladybirdsrus.co.uk/calendar-dates/)