



Early Days  
Child Care Centre  
Raeburn Primary School  
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3rd March 2015

Dear Parents/Carers,

### **Pre-school**

Parents evening is to take place on the 11<sup>th</sup> and 12<sup>th</sup> of March. Please see your child's key worker to book a time.

On Friday 13<sup>th</sup> March we will be raising money for comic relief. On that day can we ask that the children dress as animals and/or bring a cuddly animal for a jungle tea party. All the little animals will be able to enjoy, banana cake, ape shapes and mango bites.

Preschool will break up for Easter on Thursday 2nd April and will return on Monday 20<sup>th</sup> April.

Our May holiday club will run from 26<sup>th</sup> May – 1<sup>st</sup> June inclusive of the Inset day also therefore preschool will re open on Tuesday 2<sup>nd</sup> June. Holiday club sessions are available for preschool children age 3 and above.

When the foundation children return on the 20<sup>th</sup> April you will see that their name cards no longer have pictures and they will have to find their name on letter recognition only.

The school allocations are to be sent out on the 16<sup>th</sup> April, during the Easter holidays. If your child does not get your first choice please let me know during that week so that I can support you, if you wish to appeal.

Please be aware that the next half term is only five weeks long and then we are into the foundation children's last term with us. During this term we will be concentrating on getting them ready for school. There will be visits to Raeburn and we will have photos of all the teachers in the local schools to help all the children become familiar with their new schools. During that last term can I ask that if your child is comfortable, you leave them at the gate to enter pre school on their own.

## Out of School Club

During the last term many parents have been letting the children walk down the path alone. Although I prefer parents to escort the children to the gate, I do understand that parents can be running late or the older children like to be independent. Please be aware that the children are not our responsibility until they are received onto the premises by a member of staff and that parents must be in sight until a member of staff has acknowledged their arrival. Can I also ask that those parents walk the children to the door at least once a week so that messages and invoices can be passed on.

During the week of the 9<sup>th</sup> March all the after school children will be busy baking cakes to sell for Comic Relief on Friday 13<sup>th</sup> March. Please remember to bring some pennies when you pick up.

Easter holiday club will run from Tuesday 7<sup>th</sup> April until Friday 17<sup>th</sup> April. Also on the booking form will be our MAY and Inset Day 2015 holiday club. **Please return booking forms by 16<sup>th</sup> March.**

## All

Please be aware that over two weekends in March we will be having the play room roof replaced. This should not cause any disruption to the setting during the week but please keep a look out for notices, if anything needs to alter.

## And finally

Reminder – Our session times finish promptly at 11.55am and 3.05pm in pre-school and 5.40pm in after school club. Our late fee will be levied for any child collected after their scheduled finish time.

As always, we aim to continuously work in partnership with parents and carers to deliver the best for your children. If we can be of further assistance, please ring or call in to see us.

Yours sincerely

*Liz*  
*Keelan*  
Manager

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