



St Margaret's Pre-School  
LACEBY

St Margaret's Pre-School Laceby  
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Manager: Janine Barton

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## News and Events

Dear Parents,

Well it seems such a long time that a News and Events letter has been sent out. This is the first of the year!! So may I take this opportunity to thank all parents who gave gifts at the end of last term, we very much appreciate this. I would also like to welcome all new children and parents to Pre-school this term. This year Pre-school needs your help to raise as much money as we can to keep Pre-school open and to keep our equipment up to date so please come along and support our fund raising events.

### Snack & Craft Donations Pot and Donation Tree

We would like to take this opportunity to thank everyone that has made donations towards our snack and craft materials for the children. The donation pot will continue to be out near the book bag box. Also thank you for all your donations from the donation tree, this helps us to carry out more activities with the children. This will also continue.

### Tapestry

I do hope that you all have access to your child's online Tapestry account now and are enjoying looking at what they have been up to. If you have not managed to activate it yet and would like access please talk to Janine or Karen so another activation email can be sent out to you. You can also add photos and observations to the account for your child's keyworker to see and share from special events.

### World Book Day

This year WBD lands on **Thursday 7<sup>th</sup> March**. We would like to invite all children to dress as their favourite book character all week (Monday 4<sup>th</sup> to Thursday 7<sup>th</sup> March – no dressing up on Friday 8<sup>th</sup> March) and to bring in a donation to help raise funds for pre-school. All children will receive WBD free book tokens during this week too. Further details to follow soon.

### KCT Photographer

Pre-school have booked a photographer to come in on **Friday 8<sup>th</sup> March** to take the children's photographs for you to purchase. These would make a lovely Mother's Day gift!!! Further details to follow soon.

### Parent Helper

If you would like to be a parent helper in any session, please ask a member of staff for days available. We welcome all parents into Pre-school as it gives you an insight into the activities your child may access whilst within our care.

### Lending Library

Every child will have the opportunity to borrow a book from our library on a weekly basis within session time. Your child will be given a named book bag. **Please bring this book bag to Pre-school daily as it will also be used for your child's work and other important information that may need to be sent home.** If you require a new plastic book bag please ask a member of staff. **Please place this folder in the blue Book Bag box on arrival to Pre-school.**

### **Committee Volunteers**

As you are aware St Margaret's Pre-school is a Committee run organisation and as such we need members on our committee for us to function effectively, and to **remain open**. Membership of our Pre-school setting carries expectations on parents for their support and commitment and you will be invited to partake in various meetings and fund raising events. The continued success of St Margaret's Pre-school depends on you. If you are interested in joining our committee please see Janine for more details.

### **Letter sound of the week**

You should now be aware that your children are bringing home a small bag with the letter **sound** of the week clearly written on it. I would like to thank all parents who actively encourage their child to look for things **beginning with that sound**. May I remind parents (and children) to **avoid** bringing into Pre-school additional 'toys and teddy bears' as they can be misplaced or damaged causing distress to the children and members of staff. Please only bring into Pre-school items for the letter sound of the week which fit into the bags and **please place the bags into the 'sounds box' on entry**.

### **Child Absence**

In line with our 'Attendance and Punctuality' policy, please could we remind you to let the Pre-school know if your child is not attending and why. This can be done by text or phone call, thank you. Also please complete a 'Holiday form' for any holidays or known absences, these are available from Pre-school.

### **Pre-school Fees**

May I remind all parents that fees **MUST** be paid by the end of each half term. Invoices go out at the beginning of term and also reminders are sent out at least one week before the end of each half term. Failure to make payments will result in us following the procedures clearly laid out in our 'Fees Management' policy.

### **Half Term and Easter Break**

Our last day for this half term is **Friday 15<sup>th</sup> February** (normal time) and we return on **Monday 25<sup>th</sup> February**. Next half term finishes on **Friday 5<sup>th</sup> April** (normal time) and we return on **Tuesday 23<sup>rd</sup> April**.

If you have any concerns about your child, or you are unhappy or are have any suggestions about elements of our setting please let us know. We can only do something about it if we know. You can talk to your child's keyworker, the Deputy Manager, Jo Wales; or alternatively you can speak to the manager, Janine Barton.

We look forward to enjoying all the activities this half term has to offer,

Kindest regards

St Margaret's Pre-school