



**Registered Charity Number: 1142955
OFSTED Registration: EY445021**

Welcome

We hope you all had a fantastic summer break and enjoyed the lovely hot weather. We would like to welcome children old and new back to enjoy the Autumn term and wish all the children moving onto high school the best of luck.

On behalf of all the staff we would like to say a big thank you for all the gifts and cards that we received at the end of term, it really is much appreciated.

Half term: Monday 24th October—Friday 28th October 2016

Fundraising

Lottery Bonus Ball—£1.00 per square for the Saturday draw. Please see a staff member if you wish to participate.

This term we will be having a jumble sale and holding another Bingo Evening, details of both events will follow shortly. We will also have a Luxury Christmas Hamper Raffle.

Committee

We are always looking for parents and carers to join us on our committee. We hold meetings every half term so if you could spare an hour or so then please see Paula or Bridget who will be happy to explain what we do.

Sickness/Non Attendance

Please can all parents contact us at their earliest opportunity if you know your child will not be attending either club, most importantly the children that we need to collect from other schools. Each week we send drivers out to 5 other schools and just one child down makes a difference with the number of vehicles we send out. Thank you for your cooperation.

Parents/carers are asked that they keep their children away from After School Club if there are signs of any infectious disease or 48 hours after their last attack of diarrhoea/sickness, this is to reduce the risk of infecting other children and staff. We thank you for your cooperation in this matter.



New infectious Disease Leaflet

We now have a leaflet of infectious diseases. If you are unsure of certain incubation periods then please ask us and we will point you in the correct direction.

Baby News

As some of you already know Sarah is expecting her first child in January. She will be taking maternity leave towards the end of the year. We wish her all the best and look forward to lots of cuddles.

EYFS

We are guided by Early Years Foundation Stage. If your child is 5 as of the 31st August please speak with Gemma who will show you their folder. Gemma is our coordinator but all staff will monitor the children who fall into this category and pass the necessary information onto her.

Invoices

Please can we ask that all invoices are paid within 7 days of receiving them. We now have a new payment policy and non payment of invoices will result in letters being sent out by our committee. Many thanks for your cooperation.

Nut and Food Allergies.

Could all parents please be aware that some of our children do have food allergies therefore we ask that children do not bring any snacks that contain peanuts or egg. Please check bold ingredients on packaging. We thank you for your cooperation.

Policies and Operational Portfolio

A full set of our policies and procedures, including our new payment policy, can be found on the signing out table should you wish to look at them, along with our Quality Standards Operational Portfolio.



Parents Comment Book

We now have a parents comment book available. Please can we ask you to give us some feedback regarding the care we give to your children.

Warmer Weather

We will still try to go outside as much as possible this half term as the weather can still be quite warm this time of year. We will however bring the children back to the village hall around 5.30pm due to the drop in temperature.

Before and After School Club Contact Details

Please can all parents contact us on the numbers below as they are the After School Club and Breakfast Club contact details. Messages will be picked up and answered at any time on these two numbers. If staffs personal mobile numbers are called and they are not on duty messages might not always get through to the staff working on that day. Many thanks for your cooperation in this matter.

Contact Details:

After School Club 07952 961285

Breakfast Club 07758 102043

Email:

info@botesdale-after-school-club.org.uk

Website:

www.botesdale-after-school-club.org.uk

