



Children's Voices

The King Street Pre-school Newsletter

King Street Pre-school is a registered charity – number 1121482

September 2009

Welcome (back)!!

Welcome to all past and new parents, carers and children; we hope this academic year will see King Street Pre-school continue to build on its previous success and provide quality child care for your children. All our staff are happy to talk with you about your child after the session. As we are a small pre-school, our staff know, or will know, every child very well so please feel free to approach any of them with any praise, problems or concerns. Our staff are:

Pre-school Leader: Dana Sajfrtova

Deputy Leader: Paulina Geller

Pre-school assistant: Agata Chomova

Pre-school assistant: Melanie Maltby

Reminders

Hours: Our hours have changed and are now 9.15-12.15pm.

Things to bring: Please remember to bring water in a labelled bottle, and a healthy snack (fruit, raisins, sliced vegetables etc) for every session your child attends. If the weather improves, sunhats and sun cream are required. We offer lots of outside play, even in cold weather so please ensure your child has appropriate clothing. Nappies and a change of clothing in a small bag are also needed.

Late fees: If a parent is late by more than 10 minutes, a verbal warning will be given. After two verbal warnings, a late fee of £5 per five minutes is charged to the next bill. Late fees are regarded as a deterrent and it should be noted that staff have other commitments, and we cannot look after children after the stated hours. Parents must always telephone the Pre-school Leader, Dana, once they know that they will be late.

Operational plan and our policies and procedures

If new to the pre-school, please pick up a CD-ROM copy of our operational plan and policies and procedures, and sign the form to say you have received them; **this is an Ofsted requirement!** These documents contain lots of information about how the pre-school is run and managed, so well worth reading. These documents, and lots of other useful information can be found on our regularly updated website: www.kingstreetpreschool.org.uk.

Committee

The setting is managed by a committee of current and ex-parents and participation of the committee by incoming families is encouraged and welcomed! Committee and meetings are held every two months to discuss both current matters and future plans for the Pre-school. An Annual General Meeting (AGM) is held every October in which new committee members can be elected on to the committee. All committee members complete a criminal record check and are vetted by Ofsted using a EY2 form. In addition, the committee raises funds through various activities, such as cake sales and sponsored walks. Grants are also applied for as per our fundraising policy.

New committee members are always welcome so please contact the Chair, Melissa Clark, on 367356 if you would like to join us. Our next meeting is at 8pm, Wednesday 9th September. We need people with some ideas of how the pre-school can be improved and no previous experience is required – it is also a good chance to meet other people!

Name	Role	Child at pre-school?
Melissa Clark	Chair	Ex-parent
Lucy Watts	Secretary	Ex-parent
Emilie Van der Aa-Burton	Treasurer	Hector
Simon O'Connor	Committee member	Tess
Andrea Newman	Committee member	Lauren
Richard Farrell	Committee member	Pearce
Lianne Verheyden	Committee member	Ex-parent

Volunteer rota

Every parent or carer must help out for one morning at the pre-school every term. A rota to sign up for this is on the children's tray unit. This is a chance to see how the pre-school is run and what your child enjoys doing! Please note that parent helpers are never left unsupervised with any child and cannot change nappies or take children to the toilet and so on.

Fundraising and grants

We are always fundraising as the fees and government grants only cover our rent and staff costs. Please help us with this fundraising in whatever way you can such as by baking cakes for our popular cake sales, buying things from our catalogues (Schoolink books, CD Bell plant orders, Easy2Name nametapes, Yellow Moon arts and crafts supplies) or by donating things (we recycle old mobile phones and ink cartridges) or buying our canvas bags and photographs of the children. Fundraising helps us buy new toys for the pre-school and keep us financially viable; last year we made no profit at all.

We received many grants last year, totalling over four thousand pounds! With this money we have purchased new tables and chairs, cushions, library shelves, and, shortly, a new laptop and IT equipment suitable for young children.

Welcome coffee morning

On Monday 21st September, there will be a welcome coffee morning from 9.15am (straight after drop off) until 10.30am, Please come along to the room opposite the kitchen in the Wesley Church building for some nice coffee, biscuits and a chance to meet other parents, Dana will also be there, and all the committee.

Fee increase

We are sorry to say that we will be increasing our fees after the October half term from £14 to £15 a session. The church have again increased our rent and currently the pre-school is running at a loss. Please talk to Dana about this, if this is a problem for you. We provide more staff than the legally required minimum so have higher staff to child ratios than most other pre-schools allowing us to provide a caring, safe and nurturing environment for your child. Please remember that we accept most childcare voucher schemes.

Contact details

Please fill in the attached slip so that King Street committee can contact you with reminders for events and updates from the pre-school. Your telephone number will only be used should we have to close for any reason (swine flu, snow etc). Many thanks

Dates for your diary

Monday 7th September – Start of autumn term. ***Please remember that the new opening hours are 9.15 – 12.15pm!***

Monday 21st September – Coffee morning at the small room opposite the kitchen in the Wesley Church for all new and existing parents. A chance to get to know other parents over coffee and biscuits!

26th – 30th October – Half term

18th December – End of term

6th January – Start of spring term

King Street Pre-school, Wesley Methodist Church, Christs' Pieces, Cambridge CB1 1LG.

Website: www.kingstreetpreschool.org.uk

Play Leader: Dana Sajfrtova

Tel: 07742 376 299

Email: dana@kingstreetpreschool.org.uk

Chair: Melissa Clark

Email: committee@kingstreetpreschool.org.uk

or: melissajefferies@hotmail.com

Treasurer: Emilie Van der Aa-Burton, Secretary: Lucy Watts, Committee members: Andrea Newman, Simon O'Connor, Richard Farrell and Lianne Verheyden

CONTACT DETAILS

Name:

Child's Name:

Telephone number:

Email address(es) (please write very clearly!):

I agree to King Street Pre-school Committee contacting me by email or telephone.

Signed:

Date:

Please return to any member of staff by: Friday 25th September