

Westborough Pre-School Autumn Newsletter



October 2014

Dear Parent/Carer,

Welcome to Westborough Pre School, I hope that you are all settling into the Pre School routine. I would like to introduce myself as the new Manager of Westborough after taking over from Dawn. My name is Ally Houghton. I live in Guildford, I have 2 children aged 4 and 2, and have worked within Early Years for over 20 years. The children are now beginning to settle into the Pre School routine. They are choosing and settling at their own activities, participating in group snack time and joining in during singing and story time.

Self Register:

After half term we will be promoting the children to self-register. When they arrive in the morning they will be encouraged to find their own name card which will display their name and photo and stick it onto the registration board. This helps the children to develop a sense of self and belonging to the group. It also helps to develop the children's independence.

Key Person:

All children within the setting are allocated a Key Person. The role of the Key Person is to get to know the child and the parents well, enabling them to meet the child's individual needs. This benefits the child, parents, staff and Pre School by providing secure relationships in which the children thrive. It gives the child reassurance to feel safe and cared for and will help your child to become familiar with the setting. If you are unsure who your child's Key Person is please do come and see me.

Profile and Communication Book:

Each child has a profile which is kept in their drawer and is monitored by their Key Person. It contains observations, photos and planning for their next stages of development. Please could you send in any family photos you may have so that your child can share them with their Key Person and stick them in their profile.

Please feel free to look through them at any time but if you wish to take them home please speak to your child's Key Person. You will also see in your child's drawer a yellow communication book. Please use this to let us know anything about your child whether it be something they did at the weekend or something they have enjoyed doing, also if you have any questions. This will be checked by the Key Person and also will be written in by them if there is anything we feel you need to know.

Wow Board:

After half term we will have a wow board displayed in the entrance hall. Please use this to write down anything exciting you or your child would like us to know e.g. a wee on the potty or trying a new activity. There will also be stickers available for you to stick on your child telling us about things which you have done which prompts questions from the Pre School staff.

The term dates for autumn are detailed below:

Open: Monday 8 September to Friday 24 October

Closed: Half Term 27 October to 31 October

Open: Monday 3 November to Friday 19 December

Closed: Christmas Break 22 December to 5 January

Topic of the Term:

Every half term we will focus on a book, shape and colour. This will run alongside our termly topic. After half term we will be looking at:

Topic of the term is: All About Me

Book of the term is: Monkey Puzzle

Colours of the term: Green

Shape: Triangle

As you are all aware the children free flow throughout the setting both indoors and out in all weathers. Please can you ensure that your child has a named coat, Wellies and a bag of spare clothes on their peg. Just to remind you that if your child has had sickness or diarrhoea they must have 48 hours clearance before returning to Pre School.

I appreciate there is a lot of information to take in so please come and see me or any member of the team at any time if you have any questions. Finally, if I haven't had a chance to chat with you I look forward to doing so in the near future.

Kind regards,

Ally Houghton

Westborough Pre-School Manager