



# NEWSLETTER

## AUTUMN 2021 BHJS

### Welcome Back

We would like to welcome all our children back into the second half of the Autumn term and a special warm welcome to all our new children who have joined us since September. We hope that you all had a relaxing half term break.

### Maintaining Covid Secure Procedures

Although the restrictions have eased with regards to bubbles, please be assured we have been continuing with the hand washing, ventilation, staff testing, face masks and regular cleaning of toys. Please do not send your child into ABC-XYZ if they have any symptoms.

### Autumn Term Themes

This half term our themes will include fireworks, Road Safety Week (15<sup>th</sup>-21<sup>st</sup> Nov) and Christmas.



### Staff Training

ABC-XYZ always prioritise good quality training for our staff. Last month 6 of our staff completed their 12 hour paediatric First Aid Training to ensure they are fully up to date with current guidelines. Congratulations and thank you to them for their time and effort.

### Late Pick up Fee

if your child is booked until 5pm and are collected late there will a £10 late pick up fee.

**Ad Hoc Bookings** – we are receiving a high level of ad hoc bookings often at short notice. At ABC-XYZ we operate a staff to child ratio of 1:8 and feel that this provides the highest level of care for the children to ensure it is safe and fun for them- and our staff. Unfortunately this does mean that there may be occasions when we are not able to accommodate everyones last minute requests.

We would please encourage parents to make regular bookings across the half term, which are then carried forward automatically so that we are able to recruit and train additional permanent staff to accommodate all the children needing places, and ensure the food order is sufficient.

Ad hoc places are available for unforeseen, or one off bookings, so we kindly ask that parents who need to book ad hoc, please do so at least 48 hours beforehand, as it is challenging for us to react to daily requests. Thank you for your understanding.

### When to use the Club phone – 07387 783778

- to report non attendance. A text message is great.

- to notify us if you are running late, or any changes to pick up arrangements
- if you urgently need to speak with your child. Please note NO children are allowed to use their personal mobile phones in the setting.
- speak directly to a member of staff at XYZ between 3pm and 6pm

### XYZ Christmas Party!

**We will be holding our XYZ Club Christmas Party on Thursday 16<sup>th</sup> December.**

**If this is a day you do not normally attend please let us know if you would like come for an extra session.**

