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Spring Term 2024

Executive Head: Mrs Catherine Ogle

### **Wrap Around Care Newsletter**

We have been enjoying 2024 so far and have lots planned for next half term. I thought it would be useful to share some of our news.

#### **Staff**

I would like to say a warm welcome to our new staff members who you may recognise from the school team:

Miss Jess Saunders - school P.E teacher

Miss Karen Vincent- Teaching assistant in Reception class

Miss Lucy Botterill- Teaching Assistant in Year 6

I thought it would be useful to outline the rest of the team. Our days sometimes change so it is not possible to share a timetable but hopefully you recognise us all by now. Ask if you are not sure!

Romilly Bacon – WAC manager and Nursery staff

Kirsty Vann-Rogers – Nursery staff

Sonia Burgess – WAC staff

Jane Samms – Teaching Assistant in Year 1

Cindy Halls – WAC staff

Louise Tuttle – WAC staff

#### **Appropriate clothing**

Please send children with a coat/ warm clothing/ The children do enjoy getting outside every chance they get, and it is still bitterly cold out. Unfortunately, we do not have any spare.

#### **Behaviour**

WAC is separate from the school, however, the rules of behavior and appropriate language used, still apply. We do not use the traffic light system as we want the club to have a different feel to school, however, we still expect the same appropriate behavior and respect given to staff, other children, and the resources in WAC. Please can I ask that you talk to your child about this. We will always inform you if there have been problems during a session.



### **Allergies and intolerances**

We always check this based on the information that is given to the office, but if there are any changes, please do keep this up to date so that we can provide the best care and safety for your child.

### **Donations**

We now have a DVD player in WAC for those sessions that we are unable to get outside due to the weather or being too dark. If anyone has any DVDs, they could kindly donate, UNIVERSAL ONLY PLEASE, it would be appreciated.

We are also looking for donations of unwanted but in good condition items, age-appropriate books and toys, games puzzles crafts, clean blankets/cushions and sensory/fidget toys, and home accessories (for a homely and welcoming look.) Anything would be very much appreciated thank you. They can be dropped off to WAC on drop off or pick up.

### **First Aid trained staff**

There is always a member of staff in each session that is First Aid / Paediatric First Aid trained. This is always kept up to date for all staff.

### **Booking Early request**

Can you please ensure that if you require a space at WAC for your child you book as soon as possible through the parent platform or the school office. We run in a 1:8 ratio and always have 2 members of staff in. We are very pleased to see the club being used and developing but unfortunately this has led to some people not having a space on the days they wanted. If we reach our full capacity, we can usually get additional staff in with enough notice. However, if we have unexpected children arrive, we cannot guarantee this last minute. If this happens and no staff are available, unfortunately, we cannot take your child in, and the office will have no choice but to phone home to arrange pick up. Sorry for any inconvenience. We do understand that things can happen at the last minute, but the sooner that your child is booked in, the sooner staffing can be arranged.

If you no longer require the space for your child, please could you phone or email the office to let them know as soon as possible, there have been cases when staff have been frantically searching for children who have been booked in but already picked up.

Upon arriving and leaving WAC, it is vital that you wait outside the gate until your child is collected and brought to you, please do not open the gate, and invite yourself in. Only staff are permitted to open and close the gate to ensure that the gate is safely closed to keep boundaries secured and children safe.

We are really enjoying getting to know you and your children.

All the best,  
Romilly and the WAC team

