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Allsorts Pre-School and Nursery is a long established Pre-School, with a qualified and experienced team of staff. We are regularly inspected by OFSTED and hold the Bristol Standards Quality Assurance Certification.

Allsorts Pre-School is a charity and operates on a not-for-profit basis, so all the income we generate is invested back into our setting. Although we are located near St Bartholomew's school, Allsorts Pre-School is independent and has good links with all primary schools in Wootton Bassett.

Our Aims

- ✓ To offer a happy, safe, and stimulating learning environment for your child.
- ✓ To support your child in developing his/her full potential at their own pace.
- ✓ To uphold the concept of "Learning through Play", to assist your child in developing skills in all areas of learning.
- ✓ To apply the Early Years Foundation Stage and the six areas of Learning and Development.
- ✓ To provide a high ratio of adults to children in each class, allowing staff to give your child individual assistance, care and attention.
- ✓ To assign a key person to support your child and observe and record his/her development.
- ✓ To create ample opportunities for you and your family to be directly involved with the groups activities and the development of your child
- ✓ To offer children and parents a service that promotes equality and values diversity

Children's Development and Learning- Early Years Foundation Stage 2012 (EYFS)

Ensuring my child's safety

Much thought has been given to making sure that your child is as safe as possible. Within the EYFS there is a set of welfare standards that everyone must follow. These include the numbers of staff required in a session and things like administering medicines and carrying out risk assessments.

Quality

At Allsorts, we take great pride in our excellent reputation for providing quality Pre-school education for your child. We are regularly inspected by OFSTED and can look back on a history excellent reports. We are members of the Pre-School Learning Alliance and have been awarded both the Pre-school Learning Alliance "Aiming for Quality" and the Bristol Standards Quality Assurance certificate.

In 2008, Allsorts Pre-school was presented with an award by the Wiltshire Council for our efforts to continually improving our setting and provision.

How my child will be learning

The EYFS Framework explains how and what your child will be learning to support their healthy development.

Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through 7 areas of learning and development.

Children should mostly develop the *3 prime areas* first. These are:

1. Communication and language
2. Physical development and Personal
3. Social and emotional development.

These prime areas are those most essential for your child's healthy development and future learning

As children grow, the *3 prime areas* above will help them to develop skills in the *4 specific areas*. These are:

4. Literacy
5. Mathematics
6. Understanding the world
7. Expressive arts and design

All 7 areas are used to plan your child's learning and activities. The professionals teaching and supporting your child will make sure that the activities are suited to your child's unique needs. This is a little bit like a curriculum in primary and secondary schools, but it's suitable for very young children, and it's designed to be really flexible so that staff can follow your child's unique needs and interests.

Children in the EYFS learn by playing and exploring, being active, and through creative and critical thinking which takes place both indoors and outside.

As a mum or dad, how can I help with my child's learning?

All the fun activities that you do with your child at home are important in supporting their learning and development, and have a really long lasting effect on your child's learning as they progress through school.

Even when your child is very young and is not yet able to talk, talking to them helps them to learn and understand new words and ideas. If you make the time every day to do some of the following things with your child it will make a real difference to your child's confidence as a young learner.



Read a book and sing
Nursery rhymes together

Explore the park at different
times of the year and go off
the beaten track for an
adventure.



Cook, bake and eat together

Talk about the numbers, colours,
words and letters you see when you
are out and about.
Talk about sunshine, shadows,
clouds, rain, wind, mist, puddles and
the seasons - to help your child to
learn new words when you are
outside.



Working together for your child

Our Staff

At Allsorts Pre-school, we maintain better ratios than those set by the National Standards for Day Care. This gives us time to:

- time and attention to your child
- talk with your individual child and learn about their interests and activities
- help your child to experience and benefit from the activities we provide
- give allow your child to explore and be adventurous in safety.

Our Team of staff

We are fortunate to have a dedicated, caring and qualified team of staff, who have worked together for a long number of years:

Judith Crimp	Manager and Early Years Professional
Michelle Dodd	Deputy and Early Years Practitioner
Sue Balson	Deputy and Early Years Practitioner
Tracy Stephens	SENCO and Early Years Practitioner
Lyn Beecroft	Early Years Practitioner
Sandy Nicholls	Early Years Practitioner
Emma Austin	Early Years Practitioner
Emma Giles	Play Assistant
Hayley Robinson	Play Assistant
Martina Hardy	Office & Finance Manager

Staff Training

Our membership of the Early Years Partnership and the Pre-School Learning Alliance ensures that we are constantly in touch with new developments in the field of child education and care. Members of our staff regularly attend training courses and we receive monthly updates in the forms of magazines and newsletters and have support workers allocated to us for advice and practical help. Our staff work in partnership with other settings and outside agencies, such as the Speech and Language Therapist, to provide the best possible support for all children.

The Key Person System and Record Keeping

As part of the Early Years Foundation Stage, our setting applies a key person system. This means that each member of staff has a small group of children for whom she is particularly responsible. Your child's key person will be the person who works with you to make sure that we provide the right activities for your child's particular interests and needs. When your child first starts in the setting, your key person will help your child to settle in and throughout your child's time at the setting, she will trace your child's progress and adapt the Early Years Foundation Stage to provide a challenging environment.

Our setting uses the developmental steps set out in the Early Years Foundation Stage to provide a range of activities, which help your child to make progress in each area of learning and development. We use these steps and observations made by your child's key person to trace your child's progress. This enables the staff to adapt the Early Years Foundation Stage to provide challenging activities that suit the needs of each individual child. We compile a Learning Journal for each child, which will be made available for you to view at regular intervals. You will be invited to make comments in the Learning Journals on their development, and can add Wow-Sheets with your achievements from home. The Wow-Sheets are little certificates you can fill in when your child achieves something new at home, like learning to put on their own shoes, dressing themselves for the first time or other achievements you want to make a record of. We send you Wow-Sheets at the beginning of every term. Please hand the Wow-Sheet back to us and we will include them in your child's Learning Journal.

The Learning Journals are transferred to infant school and will be continued by your child's reception class teacher to the end of the reception class year.

Our Parents

In our community based setting, all parents are regarded as members who have full participation rights. These rights include being:

- Valued and respected
- Kept informed
- Consulted
- Involved
- Included at all levels.

As a community based charity, we depend on your involvement in Allsorts Pre-school to keep going, and value your support and commitment. Your comments and suggestions are always welcome. You can raise issues for discussion by adding a note to our Committee Meeting Agenda which is displayed before each meeting, by speaking to Judith or Martina or any other member of staff, by speaking to any of your committee members or by writing an email to us.

Parent Stay and Play Days

We really appreciate our parents coming in to stay and play for a session. This is an excellent opportunity for you to get to know what goes on during a session and to have a chat with your child's key person. To book a stay and play date, please speak to the room leader and they will add your name to the register for the day you want to come in. Please feel free to bring younger siblings in with you.

The Parent Committee

Our setting is managed by a parent committee, whose members volunteer and are elected by other parents. The elections take place at our Annual General Meeting, although you are welcome to join the committee at any time. The committee hold a meeting once every half-term to discuss any important matters and review policies and procedures. The meetings are held in one of the classrooms and are very informal. Committee members bring their children along to play in the classroom during the meeting. The committee is responsible for:

- Managing the settings finances
- Employing and managing the staff
- Making sure that the setting has, and works to, guidelines, policies and procedures that help it to provide a high quality service

- Making sure that the setting works in partnership with the children's parents
- Fundraising

All these responsibilities are carried out with the help and support of the Manager and the Office & Finance Manager, who attend the committee meetings to provide continuity and information.

Learning Opportunities for Parents and Carers

Allsorts Pre-school occasionally holds learning events for parents and carers on subjects such as personal development or how adults can assist children to learn and develop during their early years. We also provide lots of information on courses for parents and carers that are running in the area and have good links to the Children's Centre in Wootton Bassett, which supplies us with information on training opportunities.

Introduction to the Sessions

Allsorts Pre-school organises the sessions so that children can take part in a variety of child-led and adult-led activities. Your child will build up his/her ability to select and work through a task to its completion and take part in structured adult-led small group and large group activities, which introduce them to new experiences and help them to gain new skills, as well as developing their ability to work with others.

All our activities take account of your child's changing energy levels throughout the day. Allsorts Pre-school caters for children's individual needs for rest and quiet activities during the day. Our daily outdoor activities contribute to children's health, their physical development and their knowledge, understanding and connection to the world around them.

We use half-termly focus activities in our sessions. Each session includes adult led learning activities, free playtime, quiet time, a healthy snack and story time. Afternoon sessions provide a different set of toys and learning opportunities to engage, challenge and stimulate children, who are attending all day.

Pre-School sessions – Monday to Friday mornings from 9am to 12pm
Our Pre-school sessions are open to children aged 2 to 3 years. They offer a wealth of opportunities for individual learning and creative expression while delivering a well-balanced Early Years Foundation Stage. These sessions introduce some structured periods to children (e.g. register at the beginning, and story/carpet time at the end of a session).

4PLUS sessions – Monday to Friday mornings from 9am to 12pm
Our 4PLUS sessions aim to provide a smooth transfer into Reception Class education. The sessions are more structured in all aspects, although the emphasis is still on Learning through Play. They provide a weekly PE session and an introduction to Numeracy and Literacy. We have good relationships with all the infant schools in Wootton Bassett and receive visits from the Reception class teachers prior to the start of the school year. We take children on regular visits to school to familiarise them with a school setting environment.

Lunch Club – Monday to Friday from 12pm to 1pm
The Lunch Club is open to all Pre-School and 4PLUS aged children in addition to mornings or afternoons. Children bring their own packed lunch and are encouraged to eat it “in order” (i.e. sandwich, savoury food or fruit first and yogurts or sweet foods last). The lunch club offers the opportunity become accustomed to eating in a group environment and to learn skills like opening boxes, bags and bottles. We actively promote healthy eating during snack-time and would like to ask parents to encourage their children to eat a varied and healthy lunch. For nutritional information and some examples of healthy lunch boxes, please look at the leaflets provided in the foyer.

Afternoon Sessions – Monday to Friday from 1pm to 3pm
The afternoon sessions are available to all children. Just as the morning sessions, they offer the same range of learning opportunities and deliver the same Foundation Stage content. The afternoon sessions can be booked separately for 2 year old children or together with the lunch club (and morning session) for those in receipt on the Free Entitlement Grant.

Policies and Procedures

The policies and procedures govern how Allsorts Pre-school operates. Please read the policies to make sure you are happy with the way your child will be looked after at Allsorts.

Special Needs Provision

At Allsorts, we offer Equal Opportunities to all staff, parents and children in our group regardless of their nationality, economic background, faith, ability or physical impairment. Our high adult to child ratio enables our staff to provide individual attention to all children. They will adapt the Early Years Foundation Stage to provide a challenging learning environment for each individual child to ensure that he/she can progress at his/her own pace in all areas of development.

Our staff are experienced in liaising with outside agencies, such as the Portage Service and the Speech Therapist, and are led by our Special Educational Needs Co-ordinator (SENCO), Tracy Stephens, in operating in accordance with the government’s Code of Practice for Special Educational Needs. Our staff regularly attends training courses and has the full support of the Area SENCO and outside agencies such as the Speech Therapist to rely on for guidance and information.

Please call or come in for a chat to discuss our group’s ability to meet your child’s needs and the possibility to secure funding for extra help required.

For Parents/Carers with special needs or physical impairments, our building offers easy access with a full wheelchair ramp; wheelchair access to all areas and a purpose built Disabled Washroom. We can provide information in large print or spoken word format and have access to translation for a variety of languages as well as a sign language interpreter. Should you require assistance with any aspect of Allsorts Pre-School, please do not hesitate to talk to our staff, who will provide assistance to enable you to access all our services.

Health and Safety

Building and Grounds

The only access point to Allsorts Pre-School is via a secured gate from the adjacent footpath. The purpose built outside play area is securely fenced while retaining the possibility for children to view the world around them. Access to the building is strictly monitored via the entrance door, which is kept securely locked by number keypad. Any person visiting the building will be recorded in the visitors' book.

The inspection of the buildings fire alarm system and fire fighting equipment is contracted out and takes place on a regular basis. The staff hold regular emergency evacuation drill practices with the children.

Staff and Committee Members

All our staff, regular visitors and volunteers and committee members are checked by the Criminal Records Bureau, as required by OFSTED.

Equipment and Materials

All our play equipment for indoor and outdoor use meets or exceeds current legislative requirements and has been particularly chosen for its suitability and safety. It is inspected daily and will be repaired or disposed of if faulty. Any electrical equipment on the premises undergoes a regular safety check carried out by a qualified electrician. Materials used by the children during their activities are checked and chosen for their suitability.

Illness and Medical Attention

If your child becomes unwell during the day, a first aider will check your child and contact you immediately. In cases of infections, we would ask you to inform us of the nature of the infection to alert other parents. We hold advice on whether or not children have to stay at home from the Health Protection Unit in the office. In cases of diarrhoea and sickness, you must keep your child at home for **at least 48 hours after the last incident.**

We continually update our staff's first aid training and are registered with Tinker's Lane Doctors Surgery for any medical advice we may require. Any incident, in which a child is hurt, no matter how small, will be attended by a First Aider and registered in the Accident Records. At least one witness to the incident will sign the Accident book to give further information if required. You will be given all the information about the incident when you collect your child and asked to check and sign the details in the Accident Records.

If your child requires regular medication, you will be asked to supply us with detailed information in our Medication record book. This gives the staff the authority to administer the medication when required. The medication will be kept in a secure area that is not accessed by children. The member of staff administering the medication will note this in the Medication record, and inform you of time and quantity given when you collect your child.

Facilities

Our purpose built facilities include child size washbasins and toilets at child level in the washrooms and a hand wash sink at child height in each classroom. We have a safe baby changing area and offer potty training facilities for those children who are not yet comfortable using the toilets. All of the facilities in the building are cleaned on a regular basis.

Picking up children and Passwords

Children will only be allowed to leave their classroom at the end of the session with their parent/carer, unless you have nominated another person to do. We ask you to choose a password on your registration form. Please keep this password safe and only give it to someone you send to pick up your child. If required, you can provide confidential information about people who are not permitted to pick up your child.

Registration, Fees and Funding

Birth Certificate

Please bring in your child's birth certificate when you first register. Wiltshire Council ask us to ensure that we have seen the certificate to verify dates of birth so that only children of the correct age claim the Free Entitlement Grant.

Fees

Our session fees are reviewed annually and are set by the Wiltshire Council. We aim to keep our fees in line with other providers in Wootton Bassett to offer good value for money to our parents and carers.

Invoices

The fees will be invoiced on a ½ termly basis. This fee slip details the outstanding amount and the latest pay date. Please ensure that you pay your bills promptly, as we rely on this income to pay staff wages and overheads.

If you are unable to pay by the latest payment date or would like to work out a weekly/monthly payment plan, please come and have a confidential chat with Martina, our Office & Finance Manager. The fees for the half term are payable regardless of how many sessions your child actually attends.

Cancellation

Please note that we require **4 weeks paid notice** on all sessions.

Childcare Vouchers

Childcare vouchers are a salary sacrifice scheme, where the cost of the childcare voucher is deducted from your gross wages by your employer, potentially saving you tax costs. We are currently registered to accept Busy Bees, Care4, Kiddy and ACCOR childcare vouchers from our parents in payment for childcare costs. If your employer operates a different voucher scheme, please speak Martina, who will register with that scheme for you.

Free Entitlement Funding

We are registered to offer places covered by the Wiltshire Council Free Entitlement Grant. The grant pays for 15 hours per week, for all children from the term after their 3rd birthday. Here at Allsorts, you can use your grant completely flexibly. This means that you can book as many hours as you want, with 15 hours being free and every hour above that charged at the rate set by Wiltshire Council.

You do not have to make an application for the Free Entitlement in person. When your child becomes eligible for funding, we will make the claim on your behalf and with your permission for as many hours as you wish to claim in this setting, and will ask you to sign a form to that effect every term. Please note that you can only change your mind on the number of funded hours you are claiming three times in any one year, in September, January and April.

Special Needs and Social Inclusion Funding for 2 – 5 year olds

There may be extra funding available for children with special needs issues. This funding level is determined on individual circumstances and will require a separate application and assessment. Our Supervisor, Judith, will assist you in making a claim.

Starting at Allsorts – the basics

At Allsorts, we honestly appreciate your opinion on the way we work. We welcome all comments and suggestions, whether you have a great idea for change or whether you want to let us know that are not happy about something. Please come and speak to Judith, Martina or a member of the parent committee or write an email.

Arrival and Departure

When you drop off and pick up your child, you will notice that the staff will try to keep the playroom door closed as much as possible. This is a safety measure and not done to make you feel unwelcome, or to stop you from chatting to the staff. By keeping the door closed and allowing children in and out one by one, we make sure that little brothers and sister don't

disappear into the classroom without you knowing about it and that your child doesn't leave the classroom without you being there to collect them.

If you want to have a chat with a member of staff, please tell the room leader who will be at the door with the register and they will make sure someone will come and talk to you as soon as possible. Alternatively, Judith is always in the corridor or the office to speak to about any questions or concerns you have or to make a date to speak to your key person about your child's progress.

As you will see, the foyer where children hang their jackets and change their shoes can get quite busy during peak times. To make sure there is as much space available as possible, we would ask you to leave prams and buggies outside unless it is absolutely necessary for you to bring them in.

Shoes and Clothes

For Hygiene and Safety reasons, we ask all parents to provide plimsolls or slippers for their children to change into for indoor play. In order to feel free to explore and experiment with all kinds of materials, including messy ones, it is best to send your child in clothes, which are easily washable and not precious. Although we do insist that children wear our uniform, we offer children's sweatshirt and T-shirt at a reasonable price, which sport the Allsorts colour and logo.

We support children in practising the skills needed to help them on their way to independence. Simple clothing, which your child can take off and put on themselves, will allow your child to succeed in being able to go to the toilet and undress and dress for PE (4PLUS) with minimal adult support.

Please make sure you label all your child's clothing, shoes, lunch boxes and toys to avoid any misunderstandings and to help us to reunite lost property with the owner. Although we take greatest care with your property, we cannot accept responsibility for any items lost or damaged whilst at Pre-School.

Treasures

We understand that children want to bring in their favourite toy or book to Pre-school and have small treasure pockets for each child in their classroom. Please can you label the items you bring in to help us send the correct toy/book home with your child.

Settling in

While the long-term aim is for your child to become confident and happy to go into the classroom by themselves, we recognise that this takes longer for some children than for others and you should not feel worried if your child takes a little while to settle in. Although it is normal to have a few tears when first starting at Pre-School, we do not let children cry for prolonged periods of time and will call you if your child is unhappy and unsettled. The staff in each room are very experienced and always happy to work out a settling in plan with you.

Outdoor play

We play outside every day in all but the worst weather. Please make sure your child has appropriate jackets, wellingtons, hats and gloves etc on their peg. Please make sure you put sunscreen on your child before you come to Allsorts during the sunny months. For those children who stay all day, please provide Allsorts with a labelled bottle of sunscreen which we will re-apply during the day.

The first days

On your first day, we will ask you fill in a detailed entry profile sheet about your child. This will help your child's key person to work together with you to help your child to feel confident and secure in the group.

Pre-School

Please bring a change of clothes and nappies if needed. Please bring a set of daps or slippers and put them on for your child to wear in the classroom. Make sure everything you bring to Pre-school is labelled. Please practice at home with your child so that they can recognise their clothes and shoes, and learn how to put shoes and coats on by themselves.

4PLUS

Please bring a change of clothes and nappies if needed. Please bring a pair of daps or slippers and put them on for your child to wear in the classroom. Make sure everything you bring to Pre-school is labelled. Please practice at home with your child so that they can recognise their clothes and shoes, and learn how to put shoes and coats on by themselves. If your child comes on P.E. day (currently Tuesdays), please put a P.E. kit into a little bag for your child to use once a week (T-Shirt and Shorts that are easy to take off and put on) and hang it on their peg.

Lunch Club

Please pack a healthy packed lunch for your child and include a cold pack to keep the lunch fresh. There are two boxes at the end of the benches in the foyer for you to place your child's lunchbox in. These are taken into the classrooms. Please make sure you have written your child's name onto their lunchbox to avoid mix-ups.

Afternoons

Please bring a change of clothes and nappies if needed. Please bring a pair of daps or slippers and put them on for your child to wear in the classroom. Make sure everything you bring to Pre-school is labelled. Please practice at home with your child so that they can recognise their clothes and shoes, and learn how to put shoes and coats on by themselves.

OFSTED Report

In our endeavour to uphold and continuously improve our service to the local community, Allsorts Pre-School is very fortunate to have employees who are committed to apply all given rules and guidelines by organisation such as OFSTED, Early Years Partnership and the Pre-school Learning Alliance. We are very proud of our continuing record of excellent OFSTED inspection reports. The report for our most recent inspection is available for you to read on the OFSTED web-site and a copy of the report is displayed on our notice board.

Frequently Asked Questions

- Q. Where can I find a copy of Allsorts' latest OFSTED report?*
A. A copy of the latest OFSTED report is displayed on the large notice board by the office, but you can also access it online on the OFSTED website.
- Q. Where can I find out when the term times are?*
A. Term times are always sent out with the Newsletter at least once per term. Every parent is sent a copy of the newsletter, but we also display a copy on the notice board by the office door. There is also a calendar with our holidays marked on the wall above the parent information table. Our website also has links to an online calendar on the Parents' Page.
- Q. What information is on the parent information table?*
A. We keep a copy of the Policies and Procedures, the Operational Plan, Staff Training Information, some photographs, a Parent Information Folder from our toddler group and the Early Years Foundation Stage information on the table.
- Q. How do I find out what activities my child has been taking part in?*
A. At the start of each half term, you will be given a Planning Letter that details which theme we will be working on, a selection of the sort of activities we will be doing and to which area of the Six Areas of Learning and Development the activities relate. You are welcome to let your child bring in small items that relate to the activities on the sheet.
- Q. My child's coat and shoes are always on another peg or have gone missing?*
A. Coats and shoes can end up on someone else's peg during the course of the day, as children are encouraged to be independent. This means that they don't always hang their jacket back on the correct peg or put their shoes near it. It is therefore most important, that all personal items of clothing are labelled to avoid mix ups.
If you cannot find your child's belongings, speak to a member of staff. Sometimes, another child will have the same coat, hat or

shoes and will have taken the wrong ones home by mistake. The staff often know which children have the same clothes and can help to find items that have gone missing.

- Q. Will my child be able to come to Allsorts, even if he/she is still in nappies?*
- A. Young children are often still in nappies when they start to attend sessions. You will be working towards your child being dry during the day between the ages of 2 and 3. Please speak to your child's key person to let them know what your routine is, so we can help your child's progress here at Allsorts. Please make sure you provide a bag with nappies, wipes and change of clothing to hang on your child's peg.
- Q. Who is my child's key person?*
- A. You will get a little note sent home with the name of your key person when your child starts to attend sessions. Alternatively, you can always ask Judith or your child's room leader to find out.
- Q. Where can I find out what other sessions my child could attend?*
- A. You can talk to Martina or Judith, or your child's key person any time about the sessions we offer, but there is also information about the sessions we offer displayed in the hallway.
- Q. How do pink slips work?*
- A. Pink Slips are available to children attending Allsorts' Pre-school, 4PLUS or Afternoon sessions. They are an opportunity for you to purchase extra sessions on a daily basis for half the normal session price. The sessions available are displayed in the form of little pink cards on the pink slip board in the hallway. If you want to buy a pink slip session, take a card of the board and hand it to Martina in the office with cash payment.
- Q. Why hasn't my child got something to bring home every day?*
- A. Your child has the opportunity every day to take part in a wide range creative activities such as painting, woodwork, gluing and sticking, cutting out, drawing, baking, play dough, foam play etc.

Paint and glue usually dry overnight until the pictures can go home and sometimes we keep your child's work for our classroom displays, or the children all work on one large item together. The children bake and cook regularly but tend to eat what they have made for snack.

- Q. How do I get paint out of my child's clothing?*
- A. When your child does painting here at Allsorts, they wear protective aprons. However, in our experience paint can get onto clothing despite this. In the first instance, we would ask you to dress your child in older clothing, as we paint regularly and go out to play every day and in all weathers. The paint we use is quality ready-mixed paint for Educational Settings. The washing instructions given on the paint containers are to let the paint dry completely and then brush off as much as you can. Soak overnight in cold water and detergent. If the stain proves difficult to remove, rub it with a vanish-type solid soap. Do not wash the clothes in the washing machine before the stain has been removed, as this might set the stain.
- Q. How do I keep up to date with what is going on at Allsorts?*
- A. All of our important information is displayed on our notice boards. Please don't be put off by the amount of information we provide. The notice board on the left hand side in the main foyer is used for events taking place at Allsorts and other organisations, which may be of interest for you. The notice board on the left hand side in the main foyer displays updated vacancies from the job centre and the agenda for upcoming meetings. The information by the 4PLUS classroom is all about health living, whereas the information by the Pre-school classroom is all about Early Years Foundation Stage and other bits of parent information. Our main notice board holds our digital photo frame with pictures of the children's activities from previous weeks and important information you need to know for "this term" and "this week". We also send out letters and newsletters to our parents, which will be handed to you with your child's treasures and pictures at the end of a session.

Q. What kind of snacks do the children eat, and what should I put in my child's lunchbox?

A. We actively teach and encourage children to eat healthily at Allsorts. The children's snacks are written on the classroom doors every day. Our snacks are very varied and a "menu" can be viewed in the Healthy Living display near the 4PLUS classroom, as can a leaflet called "Pick a packed lunch", which gives basic nutritional information and ideas for lunchboxes. You can take a copy of this leaflet home from the leaflet display.

Q. What do I do with a Wow-Sheet?

A. Wow-sheets are little certificates you can fill in, if your child has mastered a new skill or learned to do something new, for example: Putting on shoes, closing zips etc. When you've handed the Wow-Sheet in to the classroom, your child's key person will add it to their Learning Journal records.

Q. What do I do if my child is ill?

A. If your child feels unwell or has a temperature, please keep them at home until they are better. Children who are unwell will not be permitted to attend sessions, as they will not be able to learn and enjoy themselves and may spread illness to other children and staff.

If your child has had sickness or diarrhoea, the Health Protection Agency stipulates that the child must be kept at home for at least 48 hours after the last incident of sickness or diarrhoea.

If your child has a cold but feels well within themselves, please feel free to bring them along.

If you have any concerns and are unsure about whether your child should come to play or not, please give Martina a call who can access guidelines from the Health Protection Agency.

If you have any questions that are not mentioned here please come and ask Judith or Martina for more information.