**St James’ Pre-School Newsletter**

**![C:\Users\User\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\0YQHJUQ7\Weather-sun-thorm-shower.svg[1].png]()October 2021**

We would like to welcome all our children and their families to St James’ Pre-School at the start of a new pre-school year. The new children are settling in well and beginning to learn our routines and children returning after the summer break have been friendly and welcoming.

We would like to welcome back Amanda Hill who will be working in The Butterfly Room (formerly the Blue Group). Amanda will be working alongside Kelly and Gemma. Suzanne and Wendy will still be working in our Caterpillar Room (formerly the Red group). Deb will be working between both rooms giving support and an extra pair of hands where needed. Elaine prepares our delicious and healthy snacks and Abigail continues to welcome families to our Parent and Toddler sessions.

Well done and thank you to everyone. It has been a great start to the year!

**Morning Registration**

May we ask for your help at this busy time of the morning.

When arriving at pre-school please ensure your child’s name is given in to be marked on the register, children’s temperatures will be taken with a fever scan thermometer and hand sanitiser applied. Follow the one-way system down the corridor, a second register is completed, and a member of staff is positioned on the exit door. The system is in place for health and safety reasons and staff members may have information for you at the back door such as tickets for up-and-coming events. It is also your opportunity to give information to staff, perhaps concerning changes in collection arrangements for your child that day.

When paying fees, please place money in an envelope, with your child’s name and what the payment is for written on the envelope. Envelopes are available on the front desk, so please feel free to take one. If possible, please try to provide the correct money as change is not always available.

**Collection at the end of session**

Please be patient when collecting children at the end of the session as we are still getting used to new faces. Children are asked to wait until their names are called to ensure they are going home with the right person. If a person unknown to us is collecting your child, please make sure they know the **password** provided by you on your child’s registration form. If you need reminding of your child’s password, please ask a member of staff who can check for you.

**Annual General Meeting**

We will be holding our Annual General Meeting in the Pre-school on **Wednesday 3rd November 7.30pm**. **St James Pre-school is a non-profit organisation with a charitable status. For us to comply with the requirements of the Charities Commission, our Governing Body must have representation from a minimum of four Parent Governors.**  If you would like to find out more about joining our Governing Body, please do come along. This is a great way to become more involved with pre-school life. We are also looking for help with fundraising, so if you would like to volunteer to help at our fundraising events, or if you have any ideas for raising money, we would love to hear from you. More information will be available shortly.

As a registered charity, in the past we have been fortunate to have our fundraising efforts matched by some of our local banks and companies. If this is something you and your employer can help with, please do let Deb or Suzanne know.

**Parking Concerns**

**Please be mindful about parking safely at drop off and pick up times.**

Parking is not permitted over the dropped kerb because this makes it difficult for pedestrians to cross the road, especially the visually impaired, those in wheelchairs or with prams. Parking over the corner of Church Road South and High Street is also dangerous and impedes the flow of traffic. We have noticed an increased presence of traffic wardens who have advised us tickets will be issued if appropriate.

Thank you for your co-operation. Safety is always our first concern.

**Uniform**

The children all look very smart in their pre-school uniforms. Please make sure that all items of clothing and pump bags are clearly labelled with your child’s name so that we can ensure that they are returned at the end of the morning.

Can children bringing bags to Pre-school please use a pump bag rather than a backpack please? We are limited to space and need to keep the hallway as clear as possible. We find pump bags easier to hang out of the way on coat pegs. Pump bags are available to purchase from Pre-School for £2.50. Thank you.

Can all children please leave their own toys at home? We have lots of toys and activities set-up to keep our little people happy. Toys from home are often discarded by children during the morning and can sometimes be put away at tidy up time. Missing toys can cause upset at the end of the morning.

 **Fundraising News and Events**

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**We are Happy to announce!!!!! Autumn Fundraising Disco**

After missing out on so many events over the past 18 months we are pleased to be able to host our Autumn Disco.

St James’ Pre-School is a non-profit organisation and we rely heavily on fundraising events which are held throughout the year. We will be holding our Autumn Fundraising Disco on **Friday 22nd October from 12.15 to 1.30 p.m**. Refreshments and lunch will be available. Tickets costing £2.00 will be on sale shortly.

 We will be selling **cakes** on the day so we would be grateful for any donations! These can be brought into Pre-School on the morning of the disco. If you are available to help at the Disco or to sell raffle tickets in the queue at the end of the morning, please let Deb know. We would be very grateful for any help. Thank you in advance.

 **Roberts Recycling**

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Our next collection has been organised for Friday 5th November with Roberts Recycle. This is another opportunity for fundraising, so if you are having a Pre-Christmas clear-out of clothes shoes or handbags, we would be glad of any donations. Due to Covid-19 restrictions, Roberts Recycle are unable to provide bags and have advised that any bag may be used. Thanks for your support.

 ![C:\Users\User\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\6V97BXP1\MC900239415[1].wmf]()**Dates for your Diary**

* Annual General Meeting **Wednesday 3rd November 7.30 p.m.** St James Pre-school.
* Autumn Fundraising Disco: **Friday 22nd October** from **12.15 to 1.30 p.m**.
* Pre-School closes for **HALF TERM** on **Friday 22nd October** and the children return on **Tuesday 2nd November.**
* Staff Training Day: **Monday 1st November** – Pre-School will be closed.
* Nativity and Christmas Fayre: **Friday 17th December.**
* CHRISTMAS PARTY AND END OF TERM: **Wednesday 22nd December.**
* Children return to Pre-School on **Thursday 6th January**
* Staff Cleaning Day: **Wednesday 5th January** – Pre-school will be closed.

(More information regarding our Christmas activities will be provided nearer the time)

The team at St James would like to thank you for reading this newsletter!

St James’ Pre-School Woolton Ltd *A non-profit organisation*

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