

FUNTIME NEWS

October '09

Issue: 58-1009



Funtime Pre-school Ltd
PO BOX 378
Locks Heath
Southampton
SO31 6YN
Email: mm_preschool@hotmail.com
Phone: 07751 578252 (session times only)
Registered Charity No. 1097665

Dear parents and carers,

Welcome to the new academic year. The Autumn term is always a busy one with children settling in after a long summer break and various fund raising activities planned. May I stress how important your help at Pre-school is, from Parent/Carer helpers during a session, to donating a cake or raffle prize, or volunteering. So on that note, if you are able to volunteer your time to join our committee as Health and Safety Representative or a much needed Fund Raiser you would be very welcome.

Well done and thank you to all those who were involved behind the scenes and on the day of the Teddy Bears' Picnic - you managed to raise an amazing £139.00!

We have this term sadly said goodbye to Sue Chapman, our administrator of six years. Although she will be greatly missed we all wish her well on her return to midwifery. Thank you for your generous donations for Sue's leaving gift and the kind messages in her card. We bought her a bouquet of flowers, a balloon, a nurses' fob watch and a silver bracelet.

Welcome to Marisa Reynolds who is our new Administrator. Marisa has been involved with our pre-school previously for a number of years whilst her children attended. She has had a small break and has returned to take on this role.

Kind regards

Joanne Walsh

Committee Chair

SWINE FLU

The government has recommended that settings have a swine flu policy in place, especially as a new wave of swine flu is predicted for the winter. All parents will receive a letter from Angie regarding the Government's most recent advice and guidelines including the emergency closure procedure.

PRE-SCHOOL POLICIES & GUIDELINES

We are in the process of reviewing and updating pre-school's policies and guidelines. Any changes to these will be circulated to all parents/carers shortly and also available to view/download on the website. Marisa Reynolds will put a note in parents' pigeonholes once they are available to view on there. If you have any paper copies of the current policies and guidelines please could you return them to pre-school as soon as possible. Thank you.

OFSTED

On 2nd and 3rd July 2009, pre-school was inspected by Ofsted.

We are pleased to announce that we have retained our 'Good' grading and the full report is now available to view on the pre-school website.

If you have any comments or suggestions, please do not hesitate to speak with any member of the staff or committee or put a note in the red fees box at any time. A list of staff members and current committee members is on the second page of this newsletter

STAFF MEMBERS

Angie O'Driscoll	- Supervisor
Frances Magnus	- Senior Early Years Practitioner
Karen Halbauer	- Senior Early Years Practitioner
Rebecca Bate	- Early Years Practitioner
Chloe Channon	- Early Years Practitioner
Caroline Moseley	- Early Years Practitioner
Marisa Reynolds	- Administrator

PRE-SCHOOL COMMITTEE

Chair & Company Director:	- Joanne Walsh
Vice Chair:	- Mel Leith
Treasurer & Company Director:	- Kate Johns
Vice Treasurer:	- Sally Moulding
Company Secretary and Director:	- Juliet Cheriton-Gerard
Health & Safety Officer	- Vacant
Communications Secretary	- Jennifer Rainbird

FUNDRAISING TEAM

Sarah Wright
Natalie Cross
Sharon Lester

PRE-SCHOOL COMMITTEE - DO YOU KNOW WHO THEY ARE?

Funtime Pre-school is managed by a Parent Management Committee, composed entirely of unpaid volunteer parents/carers. They are responsible for employing staff, fundraising and other administrative duties. Photos of the current committee for 2009/10 are now on our website: www.funtimepreschool.org and they also all have yellow name cards in their pigeon holes.

All parents/carers are very welcome to join the committee either in a named role or volunteering at events and fundraising.

The fundraising team *urgently* need more volunteers and the position of **Health & Safety Officer** also remains vacant. The role is as follows:

HEALTH AND SAFETY OFFICER

- To carry out risk assessments of the workplace environment - inside and out.
- To evaluate the likelihood of accident/injury and the outcome.
- To record the risk and continually assess.
- Take action to reduce the risk and continually review and revise assessment as necessary.
- To carry out risk assessments on windows, doors, floors, heating, lighting, food & drink, storage, the outdoor area, outings, fire procedures, staff health & safety, procedures for entering and leaving, first aid and administration of medication.
- Ensure staff and relevant committee members are kept abreast of our procedures.
- Arrange risk assessments for relevant times (daily check lists, annual check)
- Carry out inventory to ensure insurance cover is adequate.

REQUEST FOR HELP

We are currently looking into ways to promote Funtime Pre-school in our local area. If anyone has any contacts in design agencies or print companies that may be able to help us, please do let me know. Thanks in advance,
Marisa (Administrator)



PAYMENT OF INVOICES BY BACS

If any parents would like to pay their invoices electronically using BACS, please give Marisa a call on 01489 589326 and she will provide the necessary bank details. Thank you.

Parent Survey

The Parent Survey is available to view on the website. If you don't have access to the internet and would prefer a paper copy, please contact Marisa Reynolds, Administrator.

□□□□□□□□□□□□□□□□

Future Newsletters

Due to the vast amount of paper involved circulating the Newsletter, the Committee decided that it would be more cost-effective to post it up on the Funtime website. However, if you do not have access to the internet, please do not hesitate to contact Jennifer Rainbird (Communications Secretary) and request a hard copy. Either leave a note in her pigeonhole or speak to her in person.

FUNTIME WEBSITE:

www.funtimepreschool.org

Would you like to know what area of the curriculum the children are studying this week? Ever wondered what qualifications our staff have? Do you know who our committee are? Lost your copy of the newsletter? Can't remember the date for the Hallowe'en Party? Do you know what we are spending the fundraising money on? Do you need to download a form?

All this information and much, much more can be found on the pre-school website. We will be regularly updating the site with all the news from pre-school and forthcoming events so please do remember to check back frequently for the latest information.

We are also in the process of adding all staff photographs to the site.



FUNDRAISING NEWS!

Tesco's and Sainsbury's vouchers

A big thank you to all of you who kindly collected Tesco and Sainsbury's vouchers and gave them to pre-school. We collected a phenomenal amount and were able to purchase the following items:

Tesco:

- ❖ Children's camcorder
- ❖ Musical Instruments
- ❖ Balls
- ❖ Cones

Sainburys:

- ❖ Small parachute
- ❖ Wooden kitchen unit

Angie says, "These are wonderful schemes but we will not actually see the goods until well into the Autumn term".

Please do collect them again next time as this is a wonderful scheme and of course the children benefit greatly.

MAKE YOUR CHRISTMAS A WEBB IVORY ONE!

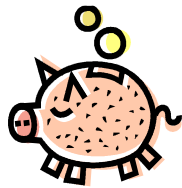
If you haven't started your Christmas shopping yet, then you may just want to wait until you receive a Webb Ivory catalogue from Sarah Wright on the Fundraising Team. Webb Ivory sells Christmas cards, wrapping paper, decorations, sweets, toys, personalised gifts and household items. For every order received pre-school will receive **25% commission**, so please also pass the catalogue on to friends and family.

All the goods will be delivered to Sarah and she will then distribute them out of her Santa's sack at Pre-School. Ho Ho Ho!!



DO YOU WORK FOR A BANK?

If you work for a bank, or know anyone who does, please let the Fundraising Team know. A lot of money was raised for the pre-school last year through fund matching so we're hoping the same can be done this year.



HALLOWE'EN FANCY DRESS PARTY

This will be on Saturday 24th October in the Church Hall between 3-5pm.

Tickets are £3.50 per child, children 1 year and under are free and parents accompanying children are also free.

The ticket price includes food for each child and the party is open to friends and family.

If you have not received a letter from the Fundraising team with a tear off slip for tickets, please speak to Sarah Wright, Natalie Cross or Sharon Lester or put a note in their (yellow!) pigeon holes.



Articles for Sales/Ads

All pre-school parents, carers and staff can advertise items for sale. The cost is £1 for up to 4 items. Please contact Jennifer Rainbird (via pigeon hole or red fees box) if you would like to advertise. Please contact the seller directly if you wish to buy.

HALLETTS PHOTOGRAPHY

Halletts Photography visited pre-school on Wednesday 30th September and Thursday 1st October to take individual photos of the children.

Proofs of the photos will be available soon, but there is no obligation to buy



CAN YOU WORK YOUR FAIRY MAGIC?

The toilets at pre-school are cleaned every weekend by Church volunteers but not during the week and, due to the vast amount of different groups using the Church Hall, the toilets do need to be cleaned on a more frequent basis.

Are you a whizz with your marigold gloves and disinfectant? Can you spare an hour once a week? If so, would you like to join our new team of 'Pre-School Toilet Cleaning Fairies?' If so, then please speak to Angie in person and she will add you to our rota. Ideally, we would like the toilets to be cleaned twice a week. Thank you so much.