



Out of School Clubs Newsletter

Spring Term 2021

We are located in the nursery building of-
Thorley Hill Primary School
Park Lane
Bishop's Stortford
Herts
CM23 3NH

Welcome back to Sunflowers Out of School Clubs

Happy New Year!

2021 is upon us and we are all looking forward to less challenging times. I hope that everyone is managing to stay well and has enjoyed a well-earned rest over the festive period. I have kept some items on this newsletter from last term as we have new starters but hopefully, they will be welcome reminders for all.

A big thank you again for our Christmas gifts, we were all overwhelmed with your generosity. Please do not hesitate to get in touch with any questions or queries if you are still unsure about anything. Louisa Cowler- Manager

Contact Us

Please only use the contact information here regarding a matter for the Out of School Clubs, not the school office. Any important messages for your child's class teacher should be sent to them by the usual method, not via our staff. Thank you.

Louisa Cowler-Manager

07752 562206- Pre-School and Direct line to

Manager

07999 478766- Out of School Clubs during
operating hours

Email-sunflowers.outofschool@gmail.com

Website-www.sunflowerspreschool.co.uk

Session Times

We follow Thorley Hill's Term Dates

Breakfast Club- 7.45am until school starts

After School Club- From school finish until 6.15pm

Please endeavour to collect promptly to ensure we have time to follow our enhanced cleaning schedule effectively before our working day finishes. Thank you.

Early Years

If you have a child in nursery or reception, (aged between 3-5) they are in 'Early Years' and we will be following the Early Years Framework within the clubs. You should have received an email inviting you to activate your child's Tapestry Learning Journal account which you will have had a letter about and signed permission for. As we are not an educational setting the observations you receive may not be as detailed as what you will get from school or Sunflowers Pre-School but they will link to the Early Years Foundation Stage and the Characteristics of Effective Learning. A useful Early Years guide for parents can be found by searching online for this document- 'What to expect, when?' which explains a little more about the 7 areas of learning and what we teach.



COVID-19

Hopefully, everyone has read our Coronavirus (COVID-19) policy and understand our protective measures in place to try and keep us as safe as possible. Please have a regard to the flowchart attached to the policy and be aware that we are all getting used to a different way of working. We will continue to follow the government guidelines and will notify you of any changes we may have to put into place. If you feel that you or your child/ren are very anxious about coming back to a school environment, please let us know so that we can support and reassure them/you as much as we can. If we must close due to government guidelines or other COVID related reasons you can either receive a refund on the sessions not attended or 'bank' them to next term.

Breakfast and Light Tea

Every term you will find a meal plan attached to this newsletter. We will work on a 1 week rolling timetable for Breakfast and 2-week for Light Tea at first, with everything moving on a day after the 2 weeks so that if your child only does a Tuesday for example, they are not always having the same choices. We have had some positive feedback on the food provided so far from you as parents and the children. Please do continue to let us know anything that works well and any suggestions are very welcome.

Please do not send in your child with their own food for hygiene and safety purposes. We operate a strict NUT-FREE environment.



Drop off and Collection

We will be following Thorley Hill's dropping off and collecting system for this term. Our drop off and collection points are the green gates at either side of the school field. (See below for nursery and reception)

Please always wear a mask on the school grounds.

Drop off- You can bring your child as close to the nursery building as you would like to. Please do not touch the handle and open the door, a member of staff will be keeping an eye on the doors and let your child in. At the end of breakfast club staff ensure that all children are walked to their classrooms and left with a supervising adult from Thorley Hill.

Collection- Towards the end of the after-school club the children will come inside if they have been out, and the gates will be opened by a member of staff. Please store the Sunflowers Out of School clubs' number into your phone so you can call us if you have been waiting before the gates have been opened. If they are open, you can come into the grounds and knock on the door if we do not see you straight away. A member of staff will let your child know you have arrived and will open the door to let them out to you once they are ready.

07999 478766

Lighting

In these winter months it has become apparent how dark it is when you come to collect for after school club. I have liaised with the Boys High School regarding the lampposts alongside our school's driveway as they are under their control. They have been turned on but are not working as well as I would have hoped. Please ensure you bring a torch to collect whilst I continue to investigate. The pavilion entrance (back gate) is even darker. I have tried to install a solar light on this gate, but it does not appear to get enough power to operate for as long as we need it to. Again, please continue to bring along a torch whilst I try and improve this.

Activities

Every term you will find an activity plan attached to this newsletter. We have a continuous stock of age appropriate resources available to the children at all times but once we have all settled in and got used to the new routine, we will be arranging more set up activities weekly that the children can partake in if they wish. They will be under 3 categories and can be adapted for our older and younger children.

Active- To encourage new activities to keep us fit and promote teamwork.

Craft- A new craft technique or idea.

Skill- A language taster, baking or Lego master challenge?
Endless possibilities.

Safeguarding

Safeguarding children is of paramount importance to us. Please ensure that you inform us personally if someone other than the people named on your parent agreement are going to collect your child/ren. The designated safeguarding person for our setting is myself- Louisa Cowler- Manager. You can find our safeguarding policy on our website.

Sunflowers Staff

As we work so closely with Thorley Hill, we will continue to be called Mrs Cowler, Ms Galati and Mrs Shore at the clubs. We also have some of Sunflowers Pre-School staff joining us for some sessions so I have included them here so that you and your child/ren can become familiar with our faces.



Mrs Cowler- Manager



Ms Galati- Playworker



Mrs Shore- Play Leader



Miss Jaycock- Pre-School Deputy



Mrs Coulson- Pre-School EYP



Mrs Pointon- Pre-School EYP

Activity Timetable

At Sunflowers, the children will always have access to a wide range of resources. This timetable is for the more adult guided activities that aim to enrich the 3 different areas they are broken down into. These activities are subject to change based on the weather and/or availability of resources needed. In addition to these, our trained staff will be on hand to offer ideas on a more 'In the moment' way, based on something that has happened to a child at the weekend maybe or environmental influences. For example, on a windy day/week we may suggest kite making and flying.

We will strive to include activities based on a range of religious festivals/beliefs throughout the year but please let us know if we have missed something that is important to your child/ren and your family and we will endeavour to incorporate it into our schedule.

We will take some photos of the children engaged in activities over the week and will share them either on our Facebook page (If you have signed permission on your parent agreement for us to do so), Tapestry if your child is Early Years or directly to you via email.

The first 2 weeks back we will be settling back in and exploring new resources added.

<u>Week Beginning</u>	<u>Active</u>	<u>Craft</u>	<u>Skill</u>
18.01.2021	Badminton	Calendars	Puzzle master
25.01.2021	Stacking cups	Still life drawing	Sewing
01.02.2021	Yoga	Moon rocks	Rubik's cubes
08.02.2021	Football skills	Chinese NY- Masks of animals	Chinese writing
15.02- Half Term			
22.02.2021	Traffic lights game	Decorate Sunflower pot	Sunflowers seed planting
01.03.2021	Milk bottle catch	Slime	Quiz time
08.03.2021	Hip hop	Blossom/Spring scenes	Pointillism
15.03.2021	Skipping rope skills	Sunflowers measuring chart	Biscuit decorating
21.03.2021	Obstacle course	Easter egg decorating	Mother's Day Cards

Breakfast and Light Tea Plan

As mentioned on Page 2, these weekly meal plans will move on a day after each cycle to ensure everyone gets to experience the range of food on offer despite their sessions. They are just a guide and as we get to know what works well and what might not, we can create a finely tuned timetable.

We have 1 week for Breakfast which then moves on and 2 weeks for Light Tea as we can offer more of a range. If your child does not like anything on offer the day that they attend, please ensure they do not worry- alternatives will always be in stock (cereal for example). The timetable is just a guide and hopefully will make it more interesting for them and may encourage them to try new things.

Things on offer may also change depending on being able to source the fresh ingredients and we may decide to offer some alternatives based on a child's interest or seasonal influences. There will be variations within each item, E.g., Pasta may be of a different type each time and fruits will be varied depending on seasonal availability.

All dietary requirements/allergies will always be observed, and I would like to remind you again that we operate a completely NUT FREE environment. Thank You.

Drinks- Unsweetened fruit juice, water, and milk available at Breakfast. Water and sugar free squash available with Light Tea. Please let me know if you have a preference for what your child is allowed to drink.

<u>Breakfast</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Week 1	-Fruit salad -Toast with Jam/Marmite	-A range of Cereals -Porridge	-Bagels with cream cheese -Yogurts	-Fruit salad -Crumpets with Jam/Marmalade	-Pancakes -Fruit for topping -A range of Cereals

<u>Light Tea</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Week 1	-Sandwiches or wraps with a range of fillings- Ham Cheese Salad -Yogurts	-Pasta with tomato or cheesy sauce -Bread -Fruit	- Pizza bagels -Carrot sticks -Dried Fruit	-Beans or spaghetti on toast -Jelly	-Mini sausage rolls -Bread and butter -Cucumber and carrot sticks -Yogurts
Week 2	-Pitta bread or bagels with a range of fillings Tuna Jam Cream cheese -Cucumber sticks	-Crackers with cheese -Mixed pepper sticks -Yogurts	-Scrambled egg on toast -Cherry tomatoes -Fruit salad	-Pasta with tomato or cheesy sauce -Fruit	-Baked potato with cheese, tuna or beans -Jelly