

Jigsaw Out of School Scheme

6th June 2018 Newsletter

Policies & Procedures

Please can we remind parents that all our policies & procedures can be found on our website www.jigsawhackley.co.uk.

Summer Holidays

We are now taking bookings for our summer play scheme we will be open from Thursday 26th July- Friday 24th August. We will then re-open for both schools on Tuesday 4th September. Until we have more children booked in we are unable to do an activity plan but once we have sorted a plan out we will let parents know. Those children already booked in will get priority for any trips. Polite reminder that during the summer play scheme children will need to bring a cold packed lunch along with a sunhat & sun cream clearly marked with their name.

GDPR

Due to the new GDPR legislation Jigsaw staff will now be signing the children in & out, can we ask that all parents still come to the hatch in the foyer to make a member of staff aware that you have dropped your child off.

Mobile phones

Please can we remind parents they must not enter the building whilst on their mobile phones. If we see a parent on the door camera using their mobile phones whilst waiting to come into the building they will not be let into the building until their phone is away.

Training day 29th June

Both schools have a training day on Friday 29th June - we will be providing full day childcare for this date. If you would like to book your child in for this date please speak to a member of staff.

Allergies/Medical conditions - please remember to inform us of any change in your child's medical condition e.g. allergies - food intolerance's etc.

Contact details

If you make changes to your contact details please inform a member of staff as soon as possible. This is most important in case we need to contact you in an emergency.

Many thanks - Mrs Faye Hogarth

