



little learners

confidence curiosity care

# Information Booklet

## Holiday Playgroup

### Key Contact Information

Address	St Michaels Church Hall 70 Sycamore Road Amersham HP6 5DR
Phone Number	07821 260 112
Email	<a href="mailto:Little.learners.amersham@gmail.com">Little.learners.amersham@gmail.com</a>
Owner / Manager	Katy Young

## What dates are you open?

Little Learners Summer Playgroup will be open on Mondays, Tuesdays and Wednesdays on the weeks commencing:

29th July 2024

5th August 2024

12th August 2024

## What time can my child attend?

Children can attend;

- Morning sessions from 9am - 12pm
- Afternoon sessions from 12pm - 3pm
- All day sessions from 9am - 3pm

Children can attend any number of sessions a week. There are discounts for booking multiple sessions that can be used across the 3 weeks.

## How much does it cost?

Half day sessions are charged at £25 and full day sessions are £45.

5 full day sessions or 9 half day sessions can be pre booked at a cost of £200

## What should my child wear?

Children should wear comfortable clothes that they can manage independently if possible. We recommend elasticated waists and shoes with Velcro – **NO belts** please.

Please ensure your child's clothing is labelled, especially coats, jumpers and cardigans which they will take on and off throughout the session.

Please provide a spare set of clothing, in case of accidents, in a named bag.

Footwear should be suitable for climbing, running etc. Please **no opened toed shoes and no laces.**

Ensure that your child is appropriately dressed for the weather. We play outside most days so they will need extra clothing in winter and sun hats in the summer.

We ask that jewellery is not worn at Nursery. The only exceptions are for pupils with pierced ears, one pair of simple, plain studs – one stud in each ear lobe only.

## What should my child bring?

Please provide:

- A re-usable filled & named water bottle
- Named wellies (when wet)
- Coats / hats etc (children will be using the outdoor area in all weather conditions, so please provide appropriate clothing for this).
- Spare clothes in case of accidents (we do have a small selection for emergencies). These can stay in a plastic bag on their peg.
- A packed lunch if they are staying all day or you would like them to join lunch at 11.30am.

Please ensure **everything** is named.

All pupils are provided with a healthy snack and are offered milk each morning and afternoon.

# What will my child's day look like?

The times of the day are as follows:

## **9am                      Nursery opens**

Please bring your child to the entrance of the Nursery (St Michael's church hall – behind the church). Help your child find their peg and put their coats and bags away. You are welcome to bring your child into the hall, or hand over at the door – whichever works best for your child.

Children will be allowed to explore the environment and choose activities for themselves, both with adults and with friends. There are a wide range of activities throughout the space including books, puzzles, small world toys, construction and crafts.

Children are also encouraged to play outside, where we have a large sand pit, mud kitchen, Wendy house and large ride on toys.

During the morning children will also be given a healthy snack. This ranges from fruits and vegetables to crackers, cheese and toast. Children sit together with an adult and this time is used to talk, share stories and build bonds with each other.

## **11.30am Lunch time starts**

If your child is staying all day we will wash our hands and get ready for lunch at this time. Children will need their own lunch boxes and will be supported to eat by an adult during this time. If your child attends the morning session, they are welcome to join us for lunch or can continue playing inside while their friends eat.

## **12pm                      Morning sessions finishes**

Please wait by the outside gates to collect your child. We will open the side door at 12pm and your child will be handed over to you, along with their things. If you have any questions about the day, feel free to speak to the member of staff. Please be mindful that they will also need to release children to other adults, so your questions may need to wait until they are free to answer them.

## **12pm Afternoon session starts**

If your child is attending our afternoon session, please bring them to the side gate at 12pm, where a member of staff will collect them and get them settled in the Nursery.

We will have an afternoon of play based activities, guided by our adults, both inside and outside.

### **3pm Afternoon sessions finish**

A member of staff will open the main door at a few minutes before 3pm. Adults should wait in the cloakroom area for their children to be brought to them. You can then help your child collect their things and speak to the staff about their day if you wish. Please be mindful that the staff member's priority is ensuring the children are released safely to their adults, so questions may need to wait until after this time.

## **What do I do if my child is sick?**

If your child is too sick to attend Nursery, please email the Nursery so that we are aware of the situation and can officially record the absence. Please see our cancellation policy for information about fees in this instance.

Please do not send children back to nursery until they are fully recovered from their illness. This is particularly pertinent in respect of stomach complaints and / or sickness and diarrhoea, **after which they should have a clear period of 48 hours at home.**

## **What about medication?**

If your child is under medication from the doctor please consider if he / she is well enough to be at Nursery.

If your child requires prescribed medicine during Nursery hours, the appropriate form **must** be filled in. Please email the Nursery and we will send a copy to you.

***At no time should any child have any medicines or tablets, including throat pastilles, in their bag etc. All medicines must be brought to a member of the staff team for safekeeping.***

If your child suffers from asthma, please make sure you complete an Asthma team know. The school should also be notified of any other allergies (i.e. food colourings, nuts, etc.) and if your child has an auto injector we will need to complete a care plan for them.

Any medical condition which may require specialist consideration in the event of an accident should be reported to the Nursery before your child starts so that a care plan can be completed with all relevant details.