



Newsletter Feb/Mar 2008

Welcome

We would like to welcome **Jade** and **Nico** and **Gemma** to our main sessions, and Kieran who has moved up from the 2 year old sessions. Also **Lilly** who starts in the 2 year old group this term.

World Book Day

Thursday 6 March is **World Book Day** and we would like everyone to come in fancy dress on that day Please try and dress up as a character from a book, rather than a film, if you can.

Sharing books with your child is really important As it says in the Bookstart literature, "Sharing stories, songs and rhymes helps to bond loving relationships, supports the acquisition of language and literacy skills and helps to develop confident learners".

As part of World Book Day, each child will receive a £1 book token.

Toddle Waddle

This year we will again be taken part in the **Toddle Waddle** in support of the Meningitis Trust. This will be on Tuesday 1st April and will take the form of a walk from Pre-school round the water meadows and back to Pre-school for refreshments! This will be our parents' event for this term. Sponsor forms and information will be sent home nearer the time.

Auditor Required – URGENT

To comply with Charity Commission requirements, **Pre-school needs an annual audit of its accounts.** We are asking for a volunteer to audit our accounts for the year 2007. Could you do this for us by September, or do you know someone who might be able to do so? **There is no need to be a qualified accountant** – anyone with book-keeping experience will be acceptable to the Charity Commissioners.

The Charity Commission provides guidance on the procedure.

For further information,, please contact our Book-keeper, Helen Aebischer, at finance@downtonpreschool.co.uk, or ring leave a message at Pre-school on 01725 511178.

Admissions News

Andrea, our Treasurer and Admissions Officer, is moving house very soon. She would like to ask everyone not to put anything regarding finance and admissions through her letterbox at 18 Gravel Close, as she won't be there anymore! This applies especially to envelopes containing cheques or cash.

Andrea is only moving to Redlynch, and will still be continuing her work as Treasurer and Admissions Officer.

Please give session payments to staff at Pre-school if you can. If you do need to deliver something out of hours that contains money or confidential material, and are concerned about the security of putting it through the letterbox of the Band Hall, you are welcome to put it through the letterbox of Rosalind, our Admin Officer, at 24 Gravel Close.

Outings ratios

We would like to review our ratios for outings. At the moment we have a policy of 1 adult to 2 children for any outing, but would like to change this. Ofsted requires the same ratios on outings as on site, but we would probably look at a ratio of 1:4, or 1:6 depending on risk assessments.

Currently there are many days when we are unable to take the children for walks as we only have 3 staff. We would like to be able to be more spontaneous in taking advantage of the weather to walk down the lane or to the park, and to be able to visit the Primary School for events such as their nativity play without asking for a large number of volunteers. If you have any concerns please speak to staff.

We will draft a new outings permission slip for you to sign in the near future. Please be assured that the safety of your children is always paramount.

Chocoholics Evening

The 'Chocoholics Evening' of 25 February at the Pre-school raised £21. Thanks to everyone who supported this event.

Sainsbury's and Tesco's Schemes

Sainsbury's Active Kids scheme runs from 14 February to 4 June. Last year we collected enough vouchers for some bean bags, a balance board and a book of games for our parachute.

Tesco's Computers for Schools scheme runs from 3 March to 11 May. Last year we were able to order some software for our computer, including a colourful children's encyclopaedia.

Collecting boxes are in the lobby – we are very grateful for all your vouchers!

Committee Members

Jen Sells (Chair)
Maddy Curtis (Vice Chair)
Kirstin Sykes (Secretary)
Andrea Ware (Treasurer and Admissions)
Katrina Edwards (Fundraising and Publicity)
Antoinette Machin (Ordinary Member)
Debbie Harris (Ordinary Member)
Debbie Quilter (Ordinary Member)

Don't forget, anyone with a child at Pre-school is welcome to any Committee Meeting. This invitation includes grandparents and other carers, as well as parents.

Next Committee Meeting Tuesday 29 April (time and venue tbc).

AGM Monday 19 May, 8pm at the Band Hall, *please note, this is subject to confirmation.*

Term dates

Term 4: 25 Feb – 4 Apr 2008
Term 5: 21 Apr – 23 May 2008
Term 6: 2 Jun – 25 Jul 2008

Easter is 21 and 24 March 2008
Bank Holiday 5 May 2008.

Web site

A reminder of our web site:
<http://www.downtonpreschool.co.uk/>