



At Calmore  
Registered Charity No. 1062510

### Picking up your child from pre-school

If someone different needs to pick up your child and they are not on our known contact list, please could you phone us in advance and let your relative/friend know the password. We will not be able to allow them to take the child otherwise.

Thank you

### Drinks

Please could we ask that you only fill drinks bottles with water. It's so much healthier generally and kinder to teeth.

Thanks for your co-operation.

### School Dinners

Please send us your orders & payments by midday on Wednesdays for the following week. The cost per meal is £3.10.

### Sun Cream & Hats

As we are now in the summer term, it would be helpful if you could provide your child with their own named sun cream and hat. Please bring a coat if the weather is not so good.

# NEWSLETTER

## June 2025

### Sickness at Pre-School

If your child has a high temperature or is feeling unwell, please keep them off pre-school until they no longer have a high temperature and are feeling well enough to attend.

If your child has a sickness bug, they cannot return until 48 hours after the last episode.

### Staff Structure

Manager	Tracy Mitchell
Deputy & Safeguarding	Ruth Houghton
SENCO	Donna Broom
Practitioners	
Marlene, Vanessa, Emma P, Amber, Lisa, Nicole, Emma E, Alana, Loren, Hayley, Vicki, and Sue (bank staff)	
Support Staff	Lorna & Bethan
Admin Assistant	Denise

### Payment of Invoices

Please be aware that it is our policy that unless the previous half term's invoice has been paid in full, your child will not be able to attend sessions the following term until the debt is cleared. If they are funded, they will be restricted to funded hours only.

**Payment deadline for Summer Term 2<sup>nd</sup> Half is Monday 7<sup>th</sup> July.**

### DIARY DATES

**June**  
20<sup>th</sup>

Inset day - Farm Trip

**July**  
18<sup>th</sup>  
21<sup>st</sup>

Last day at pre-school (except party)  
Leavers party (pre-school closed, info to follow)

22<sup>nd</sup>

Inset day (pre-school closed)

**Sept**  
3<sup>rd</sup>  
4<sup>th</sup>

Inset day (pre-school closed)  
Pre-school reopens

**2026**  
Jan 5<sup>th</sup>  
Apr 13<sup>th</sup>  
Jul 22<sup>nd</sup>

Inset day (pre-school closed)  
Inset day (pre-school closed)  
Inset day (pre-school closed)

### Your child's report

Staff are currently working on your child's report and this will be completed & issued in July.

### Staff News

Emma P will be leaving us at the end of summer term after several years at Caterpillars. We wish her all the best as she takes up her new job opportunity.



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## Pre-school Policies

Please be aware that a folder containing our policies is kept in the foyer so that parents can read or refer to them at any time.

## Privacy Notice

Our privacy statement will be posted on facebook and on our website so you will be able to refer to it as & when needed. The Hampshire County Council privacy statement will be displayed at Caterpillars.

## Tapestry

Please don't forget to log in to Tapestry regularly as it contains lots of information on what your child has been doing at pre-school. It would be lovely if you could add what your child has been doing at home too.

**PLEASE, please, please** make sure all your child's belongings eg clothes, shoes, bags, lunch boxes and drink bottles are **NAMED**.

**Also please make sure you provide your child with a coat** as they do go outside to play on the Infant School playground. We do not have any spare coats at preschool. **If you think your child is not well enough to play outside, please consider carefully whether they are well enough to be at pre-school. Thank you for your cooperation.**

## Updating emergency contacts

**Please make sure that we have your up to date contact numbers, addresses and child health forms. It can be very distressing for the children, parent and staff if we can't get hold of you in an emergency.**



## Facebook

Please ask to join our Caterpillars at Calmore Facebook Group. It's a quick way of getting messages and updates to you and for you to contact us.

## Folder/Bookbags

Please remember to send in your child's folder/bookbag each day. Also check your child's bag for regular information and letters.

## Safeguarding Information

If you have any concerns because you think that a child might be being abused and you want to talk to someone, or ask someone to find out what is going on, you should contact the Children's Services Dept. During office hours (8:30am - 5:00pm you should contact Children's Services: **0300 555 1384**

At all other times you should contact the out-of-hours Service: **0300 555 1373**

For all emergency situations call 999.

NSPCC Helpline: 0808 800 5000

Women's Aid: 0808 2000 247

(Free phone 24 Hour National Domestic Violence Helpline)

Hampshire Police: 0845 045 4545

You can find out more about child protection at [www.hants.gov.uk/child-protection](http://www.hants.gov.uk/child-protection)