

### Weather

As the clocks have now turned back, we will no longer be able to be outside so all sessions will be at the village hall

### Children's belongings

Please can we ask all parents to make sure their children's belongings are named clearly. We cannot be held responsible for the loss or damage of items at the club.



### Sickness/Non-Attendance

Can all parents contact us on or before 9.30 a.m. on the day if they know their child or children will not be attending either clubs? Most importantly the children who we collect from the other schools. Each week we send drivers out to five other schools and just one child down makes a big difference to the number of vehicles which are sent out.

A **non-attendance fee of £2.50** will be charged if we don't get notification on or before this time of 9.30 a.m.

### Policies and Operational Portfolio

A full set of policies and procedures including our new payment policy, can be found on the signing out table should you wish to look at them, along with our Quality Standards Operational Portfolio.

Please note invoices are sent out via email on the 1<sup>st</sup> day of each month. You have 5 working days in which to pay your invoice after which time a late payment letter will be sent. A further 5 working days after that a late fee of 10% will be added on a weekly basis for up to one month.

All our policies can also be viewed on a website.

### Nut and food allergies

Could all parents please be aware some of our children do have food allergies. We would ask that children do not bring into the club any snacks which contain peanuts or egg. Please check the bold ingredients on packaging.

### Fund Raising Events

Please make a date with us on;

**Saturday 30<sup>th</sup> November 5.30 doors open eyes down 6 p.m.**

We would very much appreciate donations of advent calendars which can be handed in at the club or to any member of staff.



This term we will start collecting items to make up as many Christmas hampers as we can - last year we managed 7 hampers with lots of wonderful donations provided by you all. We will start selling raffle tickets for these at our advent bingo, so if you are able to donate to these hampers, we would very much appreciate this.

We will also be running our bonus ball number lottery - more details will follow.

### Tuck shop dates for this term

Tuesday 29<sup>th</sup> October  
Wednesday 6<sup>th</sup> November  
Thursday 14<sup>th</sup> November  
Friday 22<sup>nd</sup> November  
Monday 2<sup>th</sup> November  
Tuesday 3<sup>rd</sup> December  
Wednesday 11<sup>th</sup> December

Our bags are made up with 50p worth of sweets.

As per our email if you would like your child/ren to have a bag of sweets, we will mark this on the signing out page on our attendance sheet and the cost will be added onto your monthly invoice.

Please note these sweets might contain nuts or egg.

