



**Melrose Primary School  
Early Learning and Childcare (ELC)  
Newsletter  
Term 4  
April to June 2018**

**Curriculum for Excellence in Early Learning Childcare**

The ELC team will be planning the learning environment around the children's interests, enquiries and observations of their play. This enables practitioners to be responsive to individual learning.

The ELC team would like to emphasise the importance placed on the information shared with us from parents/carers. This enables us to work together in partnership to plan responsively for the children, through sharing experiences, achievements and enquiries from home.

**Parent involvement in Child's Learning**

The ELC responsive floor plans are continuously on display on the wall next to the snack area. Parents/carers are welcome to come in and look at them at the beginning or end of a session.

The talking and thinking tree will display all interests, discussions, experiences and photos shared from home. ELC staff will then discuss and provide active opportunities to explore and extend these interests and enquiries within the ELC learning environment. Comment sheets will be available next to the talking and thinking tree for parents to take away to scribe or document children's enquiries etc.

The display boards within the ELC have been divided up so that each child has an interactive square where they can choose to display and share something special they have made or discovered with others. Any personal achievements from home will also be displayed in your child's gallery. The children will be encouraged to share their creativity and enquiries with you, so please make yourself familiar with your child's individual area and enjoy looking at your child's achievements with them.

**ELC PLP's**

The children's PLP's will be going out to parents one more time during term 4. The children will take their PLP home once they have added their learning wow moments with their keyworker. This will happen at a different time throughout the term for each child. Please return signed PLP's back within a week of receiving them to the ELC staff.

**Abbotsford Outdoor Learning Experience**

Melrose ELC will be starting their outdoor learning experience at Abbotsford House on **Friday 27<sup>th</sup> April.**

The outdoor learning experiences will run on the following dates throughout the last school term: -

Friday 27<sup>th</sup> April  
Friday 18<sup>th</sup> May  
Friday 25<sup>th</sup> May  
Friday 8<sup>th</sup> June  
Friday 22<sup>nd</sup> June

Parents/carers should park in the main car park at Abbotsford and a member of staff will be available to meet you and help direct you to the drop off area for the children. The children's park next to the main car park will be the base for dropping your children off and collecting them at the end of the session.

The ELC sessions will run to the same times i.e. 8.30 – 11.35 and 12.30 – 15.35.

Please can all children wear sensible footwear, old comfortable clothing and bring a waterproof coat. The ELC will supply waterproof trousers for all the children attending.

Parent/carers should ensure that they apply sun-cream to their child before they attend our outdoor learning experience.

If we have to cancel an outdoor session you will receive a group call from the school as soon as possible to give as much notice to allow for change of arrangements.

If you have any queries please don't hesitate to speak to a member of staff.

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### **Diary Dates for Parent/carers of children starting Primary 1 session 2018- 2019**

**ELC and P1 children will have the opportunity to experience free flow sessions between both environments weekly until the end of term.**

#### **Week beginning 28 May 2018**

During this week the ELC children who will be going into Primary 1 will meet their P6 buddy.

#### **Friday 8 June 2018**

The P6 children will join their ELC buddy within the free flow session with Primary 1.

#### **Monday 11 June 2018**

The P6 children will accompany their buddy to the playground and then into Primary 1. In the morning session this will take place at 10.45-11.15 and in the afternoon session at 1.45-2.15.

#### **Wednesday 13 June 2018**

The P6 children will accompany their buddy to the playground and then into Primary 1. In the morning session this will take place at 10.45-11.15 and in the afternoon session at 1.45-2.15.

#### **Wednesday 13 June 2018**

New P1 parent/carers information evening

- **6.45-7.30** senior pupils will give a guided tour of the school.
- **7.30-8.30** new P1 parent/carers information evening.

#### **Thursday 14<sup>th</sup> June 2018**

Melrose Book Festival – further information to follow

#### **Monday 18 June 2018**

New P1 children

- Parents invited to view P1 environment, chat to teachers with their child 11.25-11.45.
- Taster lunch with parents 11.45-12.20.

#### **Wednesday 20 June 2018**

ELC/P1 picnic and games - information to follow

### **Diary Dates for Parent/carers of children returning to ELC session 2018- 2019**

**ELC and P1 children will have the opportunity to experience free flow sessions between both environments weekly until the end of term.**

#### **Monday 11 and Wednesday 13 June 2018**

New ELC children will visit, with parents/carers, to familiarise themselves with the environment and meet some of the children who will be attending the same session from August 2018.

#### **Wednesday 13 June 2018**

New ELC parent/carers information evening

- **6.15-6.45** New ELC parents/carers information evening.
- **6.45-7.30** senior pupils will give a guided tour of the school.

#### **Thursday 14 June 2018**

Melrose Book Festival – further information to follow

#### **Wednesday 20 June 2018**

ELC/P1 picnic and games - information to follow .

### **Letters and Information**

All the letters and information for the children can be collected each day from their pocket on the hanger inside the ELC setting door.

**Please keep checking for new information.**

### **Future Newsletters**

In line with our Eco School policy and for financial reasons, future newsletters will be sent out to parents electronically using the email addresses stated on each child's enrolment form. Please ensure you inform the school of any changes to email addresses during the year. A copy of the newsletter will be displayed in the entrance hall of the ELC setting and posted on the school website. Paper copies of our newsletter are available by request.

### **Opening and Pick Up Times**

The ELC sessions are 3 hours and 10 minutes. The **cloakroom door** opens **five minutes** before the session begins to allow the children to change shoes and be ready to come in. Please ensure your child arrives on time, late arrivals should go to the main school office where office staff will facilitate entrance to the ELC.

Morning sessions start at **8.30 am until 11.40 am**; doors will be closed and alarmed at **8.40 am**.

Afternoon sessions start at **12.30 pm until 3.40 pm**; doors will be closed and alarmed at **12.40 pm**.

The doors are opened at **11.35 am and 3.35 pm** to allow time for parents to pick up children.

Please come straight into the ELC when the doors are opened. We ask **parents/carers** to be **prompt at pick up times** due to staff being involved in team meetings at the end of each session.

If your child is being collected by anyone other than yourselves, please fill in the **"PickUp" sheet** which can be found on a clipboard in the **cloak-room area**. Should your child's collection arrangements change during ELC session, please inform the school office.

### **Clothing**

**Each child has been allocated a peg and a clothes bag. It is essential that there is a spare set of clothes kept in this bag at all times. Each child will also be given a box where they should keep their indoor/outdoor shoes.**

The outdoors is regularly used for learning. Please ensure that your child has suitable clothes, a coat and outdoor shoes. On wet days please send your child to ELC with wellies. Children are encouraged to be independent and, where possible, should be sent with shoes they can fasten and unfasten independently.

Please ensure that parent/carers have applied sun-cream before attending ELC. ELC staff can apply or top up sun-cream if parent/carers have supplied a sun-cream bottle clearly labelled with their child's name on it.

### **Snack Money**

The children have snack every day through which healthy eating is promoted. In the cloakroom there is a snack menu for the week and a list of snack costs. Children are given the opportunity to suggest healthy snack ideas and try new foods. Snack is priced at £0.40 per day. You will be informed of the total cost of snack for your child each term (holidays and in-service days will be taken into account). Payment should be given to a member of staff. Cheques should be made payable to "Melrose Primary School" and cash in an envelope marked with the child's name. A receipt will be written and placed in your child's pocket.

**Snack money for this term is now due.**

### **Parent Help**

The ELC operate an open door policy for parents/carers. Parental involvement is welcomed. If you would like to help, please contact a member of staff.

Please look out for a 'sign-up' sheet for any adults who would be able to support with the library books. Helpers would be required to support children to select a book to enjoy at home, and on return to ELC discuss their likes and dislikes of book they have borrowed. All help is gratefully received!

This term the children and staff will be tending to the ELC garden if there is anyone who enjoys gardening and would like to come along and help the children please let a member of staff know.

### **'Star Moments'**

Achievements in Early Learning Childcare are celebrated in children's Personal Learning Plans, which go home three times per year. As part of celebrating success out of ELC, we are sending home a 'Star Moment' sheet for you to fill in with your child.

Please share any successes your child has had, whether it be a certificate or award, or something they have learned to do that they couldn't do before. These can be written on or have a photograph or drawing attached. When completed, hand the 'Star Moment' sheet to a member of staff to display in the child's personal gallery in ELC. A pocket with blank 'Star Moment' sheets is in the entrance hall. The form is also available on the website.

### **Sickness and Diarrhoea.**

**Children should NOT return to the ELC setting for 48 hours after the last bout of sickness and/or diarrhoea.** Your support is appreciated in order to avoid the spread of infection.

### **Dates for your diary**

- **Friday 4 May – In-service Training Day**
- **Monday 7 May – May Day Holiday school closed**
- **Thursday 31 May – Summer Fair**
- **Monday 4 June – Local Holiday school closed**
- **Wednesday 13 June – ELC Parent/carers Information Evening 6.15 - 6.45**  
Senior Pupils give guided tour of school 6.45 - 7.30
- **Wednesday 13 June – New P1 Parent Information Evening 7.30 – 8.30**
- **Thursday 14 June – Melrose Book Festival**
- **Monday 18 June – New P1 children and parents/carers invited to view P1 environment 11.25 – 11.45**  
New P1 children taster lunch with parent/carers 11.45-12.20
- **Wednesday 20 June – ELC/P1 picnic and games.**
- **Wednesday 27 June – School closes for Summer Holidays.**