



**Melrose Primary School
Early Learning and Childcare (ELC)
Newsletter
Term 4
April to June 2017**

Early Learning and Childcare Staff

Mrs Patterson leads the Early Learning and Childcare (ELC) team as Early Years Officer.
Mrs Brown, Mrs Hall, Mrs Scott are Early Years practitioners.
Mrs Patterson, Mrs Hall, Mrs Brown all work full days in the ELC.
Mrs Scott works a full day on a Monday and a Tuesday morning.

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 PLPs will be going out to parents 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 back within a week of receiving them to the ELC staff.

Melrose Book Festival

Melrose ELC would like to attend the book festival this year. The performance that we are attending is on Thursday 15th June. Unfortunately there is only a show suitable for ELC pupils in the morning programme. We are currently in communication with the Book Festival organisers to find out whether it would be possible for them to accommodate all our morning and any additional afternoon children, due to the high number of pupils/parents that would be attending. We will communicate with the parents of afternoon children once we have confirmation from the Book Festival organisers. The trip will require some parent helpers in the morning session. If you are available could you please speak to a member of staff.

Diary Dates for Parent/carers of children starting Primary 1 session 2017- 2018

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

Week beginning 8 May 2017 onwards

ELC 4 children will meet their P6 buddy as part of the ongoing transition programme for pupils moving into P1 in 2017/18.

Wednesday 14 June 2017

New P1 parent/carers information evening

- **6.45-7.15** senior pupils will give a guided tour of the school.
- **7.15-8.15** new P1 parent/carers information evening.

Thursday 15th June 2017

Melrose Book Festival

Monday 19 June 2017

New P1 children

- Parent/carers invited to view P1 environment, chat to teachers with their child 11.30-11.50.
- Taster lunch with parents/carers 11.50-12.25.

Wednesday 21 June 2017

ELC/P1 picnic and games, information to follow by letter.

Diary Dates for Parent/carers of children returning to ELC session 2017- 2018

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

Wednesday 14 June 2017

New ELC parent/carers information evening

- **6.15-6.45** New ELC parents/carers information evening.
- **6.45-7.15** senior pupils will give a guided tour of the school.

Thursday 15th June 2017

Melrose Book Festival

Wednesday 21 June 2017

ELC/P1 picnic and games.

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 3hours and 10minutes. 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.

Melrose ELC would like to offer parents/carers an opportunity to order an ELC jumper and t-shirt for the children to wear when they are busy learning through play. If you would like to place an order please ask a member of staff for details.

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 we will be taking a small group of children each week to the shops to buy our snack shopping. Please look out for a 'sign-up' sheet for adults who would be available to accompany staff in taking the children. The snack shopping will take place on a Friday morning and afternoon. The ELC will be looking for one or two adult helpers who can spare half an hour to accompany the staff in taking the children.

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 and keep an eye out for the gardening sign-up sheet in the cloakroom.

The children have been making maps and building their own towns within the construction and sand areas. To allow the children to explore their local environment further and extend their knowledge the ELC would like to organise some walks in the local environment. To allow us to achieve this we would need a few parent/carer helpers to accompany us on various days over the term. If you think you could spare some time to come and explore with us watch the information board in the cloakroom for a sign-up sheet which will include more details nearer the time.

The children use cardboard boxes for many 'adventures' everyday but due to regular use the cardboard boxes unfortunately do not last long. If you have any big boxes we would gratefully receive them, please speak to a member of staff. Any contribution would be greatly appreciated.

The children use recycled packaging to create their own models/pictures. ELC would be very grateful if any suitable plastic pots, yoghurt containers and cardboard boxes could be collected to add to our junk modelling collection area. ELC will display on the information board in the cloakroom a wish list of resources required to help provide experiences for the children to explore, any contributions would be much appreciated.

The ELC/P1 have collated a wish list of resources which you can find attached. The resources are required to further develop our loose parts play, role play, construction and outdoor provision. If you can help us source any of the items on the list we would be very grateful.

'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

- Thursday 1st June – Summer Fair
- Monday 5th June – Local Holiday school closed
- Wednesday 14th June – ELC Parent/carers Information Evening 6.15 - 6.45
Senior Pupils give guided tour of school 6.45 - 7.15
- Wednesday 14th June – Senior Pupils give guided tour of school 6.45 – 7.15
New P1 Parent Information Evening 7.15 – 8.15
- Thursday 15th June – Melrose Book Festival
- Monday 19th June – New P1 children and parents/carers invited to view P1 environment 11.30 – 11.50
New P1 children's taster lunch with parent/carers 11.50-12.25.
- Wednesday 21st June – ELC/P1 picnic and games.
- Wednesday 28th June – School closes for Summer holidays.