

# Clapton Park Children's Centre May/June 2025

## Dates for Your Diaries:

Please note that the centre will open at 9:00am on the following dates due to staff meetings:

- Wednesday 7<sup>th</sup> May 2025
- Wednesday 21<sup>st</sup> May 2025
- Wednesday 4th June 2025
- Wednesday 18th June 2025

Please note that the centre will be closed on the following dates:

- Monday 5th May 2025 (May Bank Holiday)
- Monday 26th May 2025 (Spring Bank Holiday)
- Monday 26th - Friday 30th May 2025 (May half term - closed for **term-time only** children)

## Welcome To:

**Amias in Pips**

**Tayevon, Fallon and Peyton in Beech**

## A Happy Birthday in May/June:

**Ida in Pips**

**Alma, Caspian, Lina and Martha in Acorns**

**Archer, Cassius, Cole, Ralph and Shaylan in Mighty Oaks**

**Ame'lia, Dilara, Rosa and Zion in Evergreen**

**Sebastian and Yuna in Beech**

**Mati, Phoenix and Wolfgang in Maple**



# What's New For May/June

## Parents/Carers Celebration Day

We will be having a Celebration Day for parents and carers on **Friday 16th May from 2:30pm - 4:00pm.**

Parent/Carer Day is a wonderful opportunity to recognize the love, dedication, and hard work of those who provide care and guidance to children. Whether it's parents, guardians, foster carers, or family members who step up in nurturing roles, this day celebrates their invaluable contributions.

## Transition to School Meeting (September Leavers)

We will be having a 'Transition to School' meeting on **Tuesday 3rd of June at 4:00pm** for those children starting school in September. The meeting will be to discuss how we have been getting the children ready for school, what to expect when your child begins Reception, how you can support them at home, dual placements, school visits and a chance for you to ask questions about any concerns that you may have.

## Fun Day

We will be hosting a Fun Day on **Saturday the 14th of June from 11:00am - 5:00pm.** There will be lots of fun activities, music, stalls, smoothies, cake sales and so much more!

## Staffing

<b>Pips Room</b>	Neilum (RL)	Shante	Ossila	Shahana	Sharma (MAT Leave)
<b>Acorn Room</b>	Mia (RL)	Angelina	Sorphorn		
<b>Mighty Oaks Room</b>	Dalila (ARL)	Aesha	Gifty	Nana (Agency)	
<b>Evergreen Room</b>	Annet (RL)	Gladys	Joyce (Agency)		
<b>Beech Room</b>	Ires (ARL)	Ana	Immaculeta (Agency)		Maria (ES)
<b>Maple Kindergarten</b>	Lauren (RL)	Genevieve	Dilara	Kashmir (Agency)	

Acting Centre Lead: Emelia Kesewaah

Acting Centre Senior: Charmaine Moore

Bursar: Folashade Fasogbon

Acting Senior Admin: Christiana McCormack

Centre Teacher: Tyresha Ambursley

Site Manager: George Kanu

Cook: Piotr Krawczak

Domestic: Maryori Janed

## **Fees**

At Clapton Park, per Hackney Education policy, all payments need to be received 'in advance'. We expect payments to be made in advance, whether it be a week or a month.

Please note: it is the parent's responsibility to make payments and ensure that they are up to date with their fees. The Centre will contact parents when they are in fee arrears.

Failure to adhere to this will result in the suspension of your child's place after one week of non-payment and withdrawal of the place after two weeks of non-payment. Parents/Carers should make sure that the fees are paid at the beginning of each week and at the latest by Thursday morning.

## **Absence:**

If your child will not be coming in due to sickness, holiday or any other reason, please call the centre and inform the office. When a child is absent from the setting without any explanation or a phone call from parents/carers we will do the following to safeguard the child:

### **First day of absence**

We will call the parents/carers on the first day of absence to find out why the child is absent from nursery. If we are unable to speak to the parents/carers, we wait to see if the child attends the next day. If the child is known to Children's Social Care we will inform the Social Worker and ask them to follow up on the child's absence and report back to us.

### **Second day of absence**

If the child is not known to Children Social Care and does not attend on the second day, we will call the parents/carers again in the morning, if we are still unable to contact the parents/carers, we will call the emergency contact or next of kin listed on the child's nursery file.

### **Third day of absence**

If we still have not heard from the family by the third day in the morning, we will carry out a home visit. If we are unable to contact the parent/carer we will refer the family to FAST.

(This is stated in our Safeguarding Policy which you signed during admissions)

### **Spare Clothing:**

As you are aware, the children are outside each day. Please make sure that they have adequate and appropriate clothing for the day. All children should have a spare set of clothes on their peg in case of emergencies. If your child is potty training please ensure that they have a lot of pants, bottoms and socks as well as wipes for any accidents.

### **Arrival Times:**

If you are running late for any reason and are unlikely to arrive by 10:00am please call the centre and advise staff that you are on your way and lunch will be put aside for your child.

### **Collection Times:**

A friendly reminder that our centre closes at 5:45pm. Please note when collecting your child that a £5 late fee will be charged for every 5 minutes past closing time.

### **Sickness:**

If your child has a high temperature at home or you have been called to the nursery to collect them, you must keep them at home for 24 hours (after their last high temperature) before returning.

If your child has vomiting or diarrhoea at home or you have been called to the nursery to collect them, you must keep them at home for 48 hours (after their last bout of vomiting/diarrhoea) before returning.

### **27 months Development Reviews:**

These integrated reviews take place here every month with a Health visitor and key worker. When your child is around 27 months you will receive an invitation letter to come along for their review. If you have any questions regarding these reviews please speak to Neilum or Ossila.

### **Dogs:**

Please ensure your dog remains on a leash at all times and is not being brought into the garden or inside the centre. Not everyone is comfortable around dogs so please try to be mindful of this.

## Buggies

When parking your buggies/bikes please ensure you use **all** the available spaces in the buggy park. As we have a lot of families that access our extended services, we urge you to avoid parking your buggies outside the office window unless all the spaces in the buggy park are occupied. This helps us to make space for additional buggies, as well as keeping the walkway clear.

Please be careful when parking your children's prams and bikes and be mindful of the other prams to avoid damaging them. We also encourage families to double check you have the correct buggy before taking it home, tying a ribbon or a tag to the handle can be a useful method for identifying your pram.

Due to spacing restrictions buggies should not be brought into the centre except for extenuating circumstances. If buggies have to be brought inside they should be parked to the side, out of the way and off the carpet.

## Breakfast:

It is served between 7.45 am - 8.45 am and we provide a variety of cereals, fruit and toast. All children that have contracted times within that hour are entitled to breakfast.

We have a number of children with allergies and to prevent any reactions we ask parents **NOT** to bring their children in with any foods during breakfast times.

## Creams (Nappy/Sun/Medicated/Other):

If you are bringing in a cream that you wish staff to apply on your child's skin a cream consent form must be filled out first before we can do this. If the cream has been prescribed by a doctor, you will need to fill out a healthcare plan with your child's key worker. **When bringing in creams please ensure they are new and unopened.**

## Phones:

We have a no phones policy within the centre! Please avoid using your phones whilst waiting in the hall or in the rooms. If you must use your phone please go outside to do so.

## Birthday Cakes:

If you would like to bring in a cake for us to celebrate your child's birthday with, that is absolutely fine. However please ensure it is a shop bought cake, brought in the box with the ingredients printed on it.

## Library

We need your support to maintain our library as an inviting and organized space for everyone. Please kindly ensure that books are returned to their original spots and not left on the floor when taken out to be read. Your cooperation will help us create a welcoming environment for all.

## Behaviour

We will not tolerate any verbal or physical abuse towards our staff or the families who access the centre. We strive to maintain a safe and respectful environment for children, families and staff. We ask for your cooperation in reinforcing the importance of respectful communication. Our staff are dedicated to your children's education and wellbeing, and they deserve to work in an environment free from hostility. Anyone displaying any bullying or threatening behaviour, or verbal or physical abuse will be told to leave the premises, and may have their child's space withdrawn.

## Family App

As most of you know, as part of our ongoing efforts to reduce paper use, we are exploring more features on the Family app to streamline communication and improve efficiency.

Please check your emails for your login information to access the Family app, if you have not done so already. The app will enable you to stay informed about your child's activities, upcoming events, and important announcements. Additionally, you can conveniently manage and track nursery fees directly through the app, making the process smoother and more transparent.

We are still in the trial phase, so please don't be alarmed if you receive any notifications or updates from the app in the coming weeks. We appreciate your understanding as we test these new tools to make communication easier and more eco-friendly. If you have any questions please let us know!

## Babysitting

If you require babysitting on weekdays from 6:00pm onwards, or on weekends, please contact:

- Simone Pembele 07956583461
- Salma 07852553999

## Bikes

We kindly ask that you refrain from parking bikes and trailers near the gate or carpark entrances. This ensures safe and unobstructed paths for everyone.

## Forest School

The children are going to the Hackney Marshes to enjoy nature walks and Forest School sessions. Please remember to dress your child appropriately i.e. warm coats, hats and wellies for when it is raining.

## Parents Forum

We are looking for new parents to be involved in our Parents Forum meetings. If you are interested in taking part in discussions around Clapton Park and any changes you would like to see to improve the service, please let us know and we will add you onto our Parents Forum list. If you would like to put your name forward to be part of the discussion, please email us at "[claptonpark@hackney.gov.uk](mailto:claptonpark@hackney.gov.uk)".

## CPCC Instagram Account

Clapton Park Children's Centre is now on Instagram! To find out more about our centre, services and a general overview of all of the amazing things we get up to. Please feel free to add us [@cpcc.official](https://www.instagram.com/cpcc.official) 'like', 'comment', 'subscribe', tell a friend and share our post on your story!

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