



# Important Information for Caterpillar new starters

September 2022

A huge welcome to our new Caterpillars ☺ Thank you for choosing Caterpillars for your children - we look forward to getting to know them and you over the coming months.

It would be lovely (if you haven't already) if you could give the children a family photo to bring in for our family tree. Alternatively, you could email this to us at [Caterpillars@millbrook.swindon.sch.uk](mailto:Caterpillars@millbrook.swindon.sch.uk).

Please put your child's name as the subject of the email.

Please remember, we are always here to talk about any concerns/worries, just send us an email. We also love to hear about any festivals that you celebrate so that we can celebrate them with your child in Caterpillar class too!

When you drop off and collect your child from their session, please wait in line outside until you are called in by a member of staff. **Please give your child their bag to put on their peg as we are encouraging them to be increasingly independent.**

It would be really helpful if every child could bring in a change of **named** clothes (in case of any accidents). These will need to be brought in everyday and left on their peg in a **named** bag. We're afraid that we cannot keep them each day, unless your child is here full time. Please **name** everything - uniform, coats, shoes and other clothing.



If your child is still learning to use the toilet independently, please chat to us about it so that we can support your child in pre-school. If your child needs to wear 'pull-ups' whilst at pre-school, let us know and please provide a named bag with spare pull-ups, wipes and changes of clothes.

Please can we ask that parents consider their child's ability to take off and put on their own shoes. It would be great if the shoes your child wears to Caterpillars are as simple as possible for them to remove and put back on again - this helps them build confidence and independence.

## Snack Time

We will provide a healthy snack usually a choice of apple, banana, Melon, oranges or raisins and a choice of water or milk for which there is a charge of 30p per session.



You DO NOT need to bring any food or water bottles from home unless your child is staying for lunch

## **PE**

We will have PE every Tuesday morning and afternoon. Whilst we do not change into PE kit for this activity, we do take off our socks and shoes. Please dress your children appropriately to take part. Please name shoes as we are often faced with three pairs of identical shoes or five Caterpillar sweatshirts with no names. It can be tricky matching them up!

## **Welly Wednesday**

If your children attend on a Wednesday, please bring in a pair of **named** wellies which they can leave in school. We provide fleeces and waterproof suits for every child on this day. However, please ensure your child is dressed appropriately for the weather.



## **ParentPay**

We are a cashless school and we ask all parents to use our e-payment method to pay for Caterpillars fees, snacks, school lunches and trip. You will receive your ParentPay login details when your child attends their next session. If there are any issues or problems, please ring the office.

## **Dropping off at the beginning of the session**

Please make sure you drop off your child/children at the correct time.

### **Morning Session 8.30 & Afternoon Children 12.30.**

Our daily routines begin as soon as the children come in and we would be very grateful if you could be on time so the children on the carpet don't become distracted when any late children arrive.

## **Picking up at the end of the session**

Please collect your child/children at the correct time. Picking up your child early or late can disrupt or upset the other children and affects our class routines.

Morning session **11.30am** (we open doors from 11.20am)

Afternoon session **3.30pm** (we open the doors from 3.20pm)

We hope your child is enjoying their time at Caterpillar Pre-school.