



## Smallworld

### Smallworld Pre-school Information for new Parents. Sandiway

Dear Parents,

A big hello and welcome to Smallworld from everyone who cares for your child at Smallworld. (Please see the photo board in the entrance hall that has photographs and information about the staff who will care for your child.). On occasions we do have students who come in to assist during the week to gain experience for their college course. These students have all completed a Police check and are never left unsupervised. If you have any questions or concerns during your child's time then please speak to a member of our staff.

The information below is to help you and your child settle into the pre-school routine.

- All parents will receive a Parent pack. This pack contains information that you will need to complete and return to Pre-school. Our policy document is available on request for you to read. The following forms must be completed and returned: - Registration form, Allergy and illness form, Sweat shirt order form, "My I can do"
- All parents will be asked to pay a one off £5.00 off enrolment fee.
- Children's pockets are situated at the entrance of our building. The pocket will have your child's name on and will store you child's work letters invoices etc. please take the time to empty this pocket on a daily basis.
- The Parents notice board is located in the entrance to the building and will have all relevant information you may require please take the time to read this on a regular basis. We also use the window to display information.
- Children's work will be displayed on the various boards that we have around the room. All parents are invited to come in and look at the children's work.
- We do ask that parents do not allow their children to bring in toys from home as children may get upset if their toys gets broken or mixed up with our toys during a session.
- A light and healthy snack is offered, milk or water will be offered to your child. Drinking water is available for all children at any time during a session Please ensure that all your child's belongings are clearly marked with their name.

