

Welcome to Woodhall Farm Pre School Lunch club

Lunch club will begin at 11.45 and finish at 12.45.

Please collect your child promptly at 12.45 as the staff need to tidy away for the following hall users.

Parent/carers

You will need to fill out a registration form for your child which can be collected at Woodhall Farm Pre School before 9. a.m. in the morning. Please ring the bell at the main hall door.

Children will not be accepted without a registration form but once we have contact numbers we will file for future reference.

Your child has to be three years old minimum to attend lunch club unless your child already attends Woodhall Farm Pre School or is a working parent then this will need to be negotiated with the Leader.

Payment

The cost is £2.00 per child and this can be paid on the morning before 9.0clock with your child's packed lunch to put in the fridge. Alternatively you can pay if you are bringing your child for lunch before the nursery afternoon session, or if you are a nursery child you can take your lunch to nursery with £2.00 in a named envelope. Parents can pay on collection at 12.45 by putting fees in an envelope with your child's name and the days being paid for. You will receive a receipt at the end of the week. A record of payment will be kept at the Pre School

Please Bring

Please provide a packed lunch and a drink.

No fizzy drinks, cans or sweets.

No peanut butter due to nut allergies.

Children will take home any remains of lunch in their lunchbox so that you will know what they have eaten.

Lunch club Routine

The children will arrive and be seated at tables.

The Children will wash their hands in preparation for their lunch

The Children will be given their packed lunches from the fridge.

Water will be available to drink.

The Children will tidy away lunch boxes and choose a quiet activity or game under the direction of the staff members supervising.

Children attending Holtsmere End Nursery afternoon session at 12.45pm

The children will be leaving woodhall Farm Pre School with two members of staff and their lunch boxes at 12.35 to be ready for their afternoon session at 12.45

Communication

Lunch club Staff will communicate with parents/carers and teachers of any concerns or information that might arise during lunch time in relation to your child's well being.

Late Collection

If you collect your child late on more than one occasion without prior contact there will be a fee of £2.00 incurred for over 5 minutes late.

pto

The Staff

The Staff are CRB checked and will receive ongoing training relevant to their roles and responsibilities

Contact details

Audrey Evans

Pre School leader

Sally Masterson

Deputy Pre School leader

Pre School Mobile number between
8.30am and 1.00 pm

07950 279560

Community centre office number
at other times

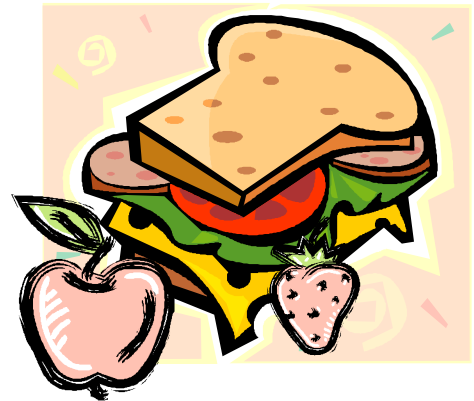
01442 250458

Woodhall Farm Community Centre

Welcomes you to

Woodhall Farm Pre school

Lunch Club



11.45 - 12.45 pm

5 days a week

From 3 Years

Funded by Young in Herts

see back page for contact details

