# C:\Users\Ross-Clare\Pictures\logo.jpg

 NEWSLETTER MAY 2016 Tel. 07977215652

**Outdoor Play**

As the weather gets warmer and we are outdoors a lot can we encourage you to provide your child/children with play clothes and shoes to change into at Fun Lodge.

**Summer holiday club**

**Places are now filling up for our 18th summer playscheme. The final date for booking is Thursday 19th May. Our programme will again be action packed with favourite activities and outings but also lots of new things to try this year.**

**Website**

**As some of you may know we have a Fun Lodge website www.funlodge.co.uk It will be updated monthly with any up and coming events, changes and latest news we have to share. It also gives information on holiday clubs and term time hours, terms and conditions, registration forms, medication forms and Fun Lodge rules This month we have attached the parent evaluation forms.**

**Safety**

**To ensure all children’s safety we ask that you park outside the** **church when collecting your child/children.**

**Fees**

**As you are aware Fun Lodge is self-funding & to ensure the viability of the service fees must be paid either straight in to bank or by child care vouchers by the 14th of each month. We can no longer accept cash. Please ensure that this is done at all times. If your child has a term time place you will be charged if we are open and you do not use your place. If we are unable to open you will not be charged. Please see your terms and conditions regarding this. Should you use the service on an ad hoc basis (once a month or less) the charge is £12.50 per session.**

**Reminder!**

**Can you please ensure that if your child/children are not attending on a set day that you call the Fun Lodge phone BEFORE 10am that day. Do not email as we are not always able to pick these up! If you fall to do this you may be charged a £10 fee.**

**It is also important that all parents keep their own contact numbers updated with us.**

**May we also remind you that once you have signed your child/children out it is your responsibility to ensure their** **safety whilst still in the church grounds.**

**New staff member**

**Heather Macleod has recently joined our team and I do hope you will extend a warm welcome to her.**

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**Notice Board**

Please check our notice board in the front hallway as you come in the door. This will tell you of our programme of play opportunities on offer for that week. Please take a minute to read this.

**Lost Property**

**Can we ask that you please check our coat rails and bag units located in the downstairs cloakroom for anything your child may have lost. At present there is a hood of a jacket and cardigans, jumpers and a few PE bags and kit.**

**Policies and Procedures**

**These are always available and should you wish copies of any of these please ask a staff member.**

**Thank you all for your continued support**.