



Laugh and Learn Pre-School Tarring - Newsletter - Issue 46- November 2025

We can't quite believe that we are about to enter our Christmas half term, (eek!) the time has certainly flown by since returning from our summer break. All our new starters have settled well, and we have been making the most of the late autumn sun, but now it's time to turn our thoughts to winter nights and Christmas (already!). Next half term we would like to welcome Edie to our Laugh and Learn family.

Some Dates to Remember.

Monday 3rd November

- Return to pre-school when the children may come dressed in their Halloween outfits if they choose to.

W/C Monday 3rd Nov

- Sending out Children in need colouring competition.

Wednesday 12th November

- Parents Evening

Friday 14th November

- Children In Need- colouring competition back and dressing up.

Monday 17th November

- Santa letters out

Friday 5th December-

- Santa letters back

Monday 8th December

- Christmas card posting box open

W/C Monday 15th Dec

- Christmas festivities week

Wednesday 17th and Friday 20th December - Christmas concerts

Thursday 18th December

- Santa Visit

Friday 19th December

- Last day of term

Monday 5th January 2026

- Return to Preschool

Some of this half terms activities



Parents evenings

As previously advised, we will be holding a parent's evening on Wednesday 12th November to enable you to come in to have a chat with your child's keyperson to celebrate their achievements and discuss their overall development. Slots are already being booked for parents and we are looking forward to seeing you all. Can we just remind you to not bring your child along to these as it is not appropriate to discuss them in front of their ever-listening ears!

Applying for a school place for September 2026

If your child's date of birth is between 1st September 2021 and 31st August 2022 it is now time to apply for your child's school place. You will not receive a letter from WSCC so will need to apply online by visiting:

westsussex.gov.uk/admissions

If you do not have access to the internet, free access to apply for a school place is available in all West Sussex libraries.

If you have any questions please come and speak to us, and we can give you the relevant information.

The deadline for applications is Thursday 15th January 2026, applications received after this date are considered late applications and will only be considered after all those received on time.

Tarring Manor Care Home

We will be starting to visit Tarring Manor Care Home again in the coming weeks as we have previously done to meet to the residents there where we shared games, planted sunflower seeds, made bird feeders, and chatted about our favourite things to do. We are looking forward to continuing with these visits throughout the coming half term.

Winter virus's

As I am sure you have all noticed the usual Winter viruses over the past half term have started to appear. Children who are unwell and have a temperature should not attend preschool and can only return to preschool once they have been free from a temperature for 24 hours and they are well enough to do so. **If your child requires calpol then we would consider that they are not well enough to attend.** Children who have mild symptoms such as a runny nose and are otherwise well should however continue to attend preschool as normal.

Please ensure that your children are dressed appropriately and warmly and always have a warm coat and wellies with them as we will do still go outside as much as possible over the winter months.

Flu Vaccine

We wanted to raise awareness that the Nasal Flu Vaccine/nasal spray is available on the NHS for all children aged 2 and 3 years old. We would encourage those who have not yet had it to phone their GP surgery to discuss their options.

Availability of sessions and new opening hours

As you know our opening hours are now 8.30am to 4.30pm each day to support our families with hours that fit more in with the working day. With now very limited spaces left for the remainder of this academic year please do let us know if you think you will be needing to extend sessions or if you will need additional sessions going forward, or if you are intending to apply for siblings soon as we want to be able to accommodate our current families first.



Laugh and Learn book Library.

Don't forget to borrow a book from our Laugh and Learn Book Library! Where children can help themselves to a book to read at home with their families which they can then return to swap for another Happy Reading!

'Yoga with Chloe and fitness with Jess groups

We continue to take part in a fun weekly mindfulness and yoga sessions with Chloe as well as a weekly fitness and dance class with Jess. The children get so much out of these sessions, supporting their own self-regulation, listening, and following instructions, interpreting stories and dance as well as moving to music and a range of physical activities. All whilst having a huge amount of fun!



Nicola's cooking group

We also continue with our weekly cooking sessions for a small group of children, whilst we all do cook and bake together as a group, and will continue to do so, we have an additional smaller group each week to enable the children to get really involved in the process of a cooking activity from start to finish. These groups are currently on a Thursday, but the day will change each term to ensure all the children are able to participate.



Beefit Christmas Party

Beefit will be holding their annual Christmas Party on 7th December which looks great fun, do contact them to book as tickets go quickly!



Children in Need

We will as usual be supporting Children in Need this year and would like all children attending on Friday 14th November to dress up in their pyjamas in return for a small donation to be made on the day. We will be having a bear and baking theme for the week.

We will also be holding our usual fund-raising Colouring Competition, and we will be sending home a picture template and, if you wish to enter your child into the competition, please encourage them to colour and decorate it independently. Please return the completed picture, along with donation Sellotaped to the back of it, (minimum of £1 per entry) by Children In Need day on Friday 14th November ready for judging. The donation will allow entry into the competition, and only pictures with the donation attached will be put forward for judging.

Sharon will be judging the competition and there will be a first, second and third prize for the winners. All proceeds will go to Children in Need and we look forward to your support.

Don't forget to put your child's name on their picture.

Christmas Festivities

As we have in previous years, we will be holding Christmas Festivities spread over every day in the last week of term with games, music, and a "party" snack time. Please note that although we will have "party" snack time you will still need to supply their usual packed lunch if your child stays all day. Each child will be bringing home a Christmas gift bag in the last week of term containing your child's Christmas art to be shared with you all.

Santa Letters

In the week commencing Monday 17th November we will be sending out our Santa template letters. If you complete the template and return it to us with £2 Sellotaped to the back, your child will receive a reply from Santa in the post. The charge of £2 is purely to cover paper, envelopes, small gift and stamps and no profit will be made. The deadline by which Santa letters must be returned to us is Friday 5th December. If you would like extra templates for siblings, please just ask Sharon or Jess, and each additional completed template will cost £2.

Christmas Card Posting Box

We will open our post box for posting Christmas Cards internally within pre-school on Monday 8th December. All the Christmas cards posted will be placed in the children's Christmas bags and handed out in the last week of the term. Do please ask if you would like a list of names of the children.



Santa visit

We have also been reliably informed that Santa and his elf will be visiting preschool on Thursday 18th December at 2pm and will be bringing an additional small gift for each child. Unfortunately, only the children who attend on a Thursday afternoon will see Santa in person, but he will be bringing gifts for everyone.

Christmas Concerts

We will be holding two Christmas Concerts again this year. These will be on Wednesday 17th and Friday 19th December, and they will start at 11.15am. Tickets will be allocated nearer the time. The doors will open five minutes before, and the performance will last about 20 minutes. For Health and Safety reasons we are only allowed to admit a certain number of adults on each day so tickets will be allocated two per family and you will have the opportunity to request which session you would prefer (subject to numbers). Once all our families have been allocated two tickets any spare spaces will be opened up for additional family and friends on a "first come first served basis". Further details will follow nearer the time but please note that for those children who usually stay until 2.30pm or 4.30pm the session will continue to run after the concerts, and you should bring their packed lunches as normal.

Do you think you may be entitled to the Early Years funded entitlement?

If you are a working parent and you believe you may be entitled to the 30 hours of funding, you will need to apply for it in the term **BEFORE** you wish to use it. You will also need to reconfirm you are still entitled to the funding every three months. Please look on the government website "Best start in life" to see the eligibility criteria and to apply.

Uniform polo shirts and sweatshirts

Our Laugh and Learn uniform is certainly not compulsory but it is just perfect for pre-school. If you are interested in purchasing some, please come and speak to us. Polo shirts are £12.50 each and sweatshirts £13.50 each, and we do hold some stock at Pre-school.

Social Media

Please like and share our Facebook and Instagram posts. We update our pages with photos of the activities your children have been involved in to encourage you to feel connected to your child's experiences and to encourage conversation at home about your child's day. We hope the posts will help you support your child's learning at home, and you can check out the pages for information on up-and-coming events or emergency closures in severe weather and so on.

Named Clothing

Now that the weather is certainly a little more Autumnal can we please ask that you ensure your child has a named coat with them every day so we can continue to play outside along with named welly boots, which can be left here at preschool for ease.

In addition, please ensure that your child's bag and **all** its contents are clearly named and that no food or medicines are left in them. Please, please, please can you make sure you name everything.

Water Bottles

To enable us to provide the children with access to water, we would be grateful if you were able to bring in a **named** water bottle each time they attend. The bottles should be filled with water, which we will refill when necessary. No squash please. These bottles should be placed in the boxes provided and we will ensure that the children are reminded to drink throughout the session with the support of an adult.

Unfortunately, we are unable to give out sweets or cake on birthdays due to the high number this can be and us as a setting trying to promote healthy eating.

Lunches

Children who stay with us for lunch will need to bring their own packed lunch which will be stored on a trolley. As we have no facilities to keep the lunches refrigerated, we ask **all parents to use an ice pack** to keep the contents cool. We have a strict NO NUTS AND SESAME POLICY, and all lunches are checked daily, any food within the packed lunch suspected of containing this (including chocolate spread) will be removed and the child will not be able to eat it on Preschool premises. We will of course contact you to advise.

As per our Food and Nutrition Policy parents are encouraged to provide a healthy well-balanced lunch for their children. Processed meats (sausages, breaded processed chicken, meatballs) and packaged premade lunches should be limited. Foods high in saturated fat, salt, and sugars (treat items-cakes, sweet and savoury pastries, biscuits, and crisps) should be avoided to support children to develop healthy eating habits **only 1 treat item should be included in children's daily lunches**. All lunches should include a drink (daily water bottles are adequate) and fruit or vegetables. Chocolate and sweets are not permitted. We also ask you all to think about the amount of plastic that we are using in the lunches used daily and where possible, consider some alternatives.

We thank you for helping us to support healthy eating in our setting.

Parking

As we often state in our newsletters, we are all aware that parking can be very difficult at drop off and pick up time. It is very important that we remain on good terms with our neighbours, and we would ask you to park considerately, and ensure that a clear access is always maintained for vehicles passing through. Please also do not park across the end of our driveway as this is shared and access is always required by our neighbour. Thank you once again for your cooperation.

Contacting Us

Should you need to contact the pre-school to let us know about any absences or for general queries then please call **07568443352** anytime from 8.30am on weekdays. For any queries, including any general enquires regarding changing sessions or fees, please continue to contact Sharon on the office number **07809254917** or send an email to laughandlearnbennett@yahoo.co.uk.

Pre School-Staff: Owner/Manager:

Sharon Bennett

Deputy Manager/SENCO

Jessica Fedarb

Lead Early Years Educator:

Sara Leamon

Lead Early Years Educator/SENCO:

Chloe Farmer

Senior Early Years Educator:

Nicola Duggan-Rees, Julie Smith, Jo Davis, Stacey Cayless.

Early Years Educator:

Karen Rose, Yvette Ball, Jess Duggan-Rees
Kat Duval and Abbie Harris.

WSCC Privacy Notice

Following the new Data and Privacy Laws we have been asked by WSCC to send each of our parents a copy of their own Privacy Notice. Please see the notice at the bottom of this newsletter.

TERM DATES

Autumn Term 2025

1st half Mon 8th September- Fri 24th October (7)
(Closed Half Term Mon 27th October-Fri 31st October)
2nd Half Mon 3rd November- Fri 19th December (7)

Spring Term 2026

1st half Mon 5th January- Fri 13th February (6)
(Closed Half Term Mon 16th February-Fri 20th February)
2nd Half Mon 23rd February- Fri 27th March (5)

Summer Term 2026

1st half Mon 13th April-Fri 22nd May (6)
CLOSED MONDAY 4th MAY BANK HOLIDAY
(Closed Half Term Mon 25th May- Fri 29th May)
2nd Half Mon 1st June-Fri 17th July (7)

Please note that the above dates may be subject to change at short notice

Privacy Notice for parents accessing Early Years and Childcare provision

General Data Protection Regulation (GDPR) 2018

The **Local Authority (LA)** processes information on children in order to help administer education and family services and in doing so must comply with GDPR 2018. This means, among other things, that the data held about children, must only be used for specific purposes allowed by law.

The **Early Years and Childcare Setting** holds information on children and their families in order to support their development; monitor their progress; apply for funding; provide appropriate pastoral care and self-evaluate their provision for the purposes of **Ofsted** inspections.

From time to time Early Years and Childcare Settings are required to pass on some of this data to LAs, the **Department for Education (DfE)** and to agencies that are prescribed by law and Ofsted. In particular, at age five an assessment (known as Early Years Foundation Stage Profile) is made of all children and this information is passed to the LA and receiving schools to help meet the child's needs. Any such organisation will have their own Privacy Notice.

The LA and **Commissioned Partners** (for example NHS Healthy Child Programme) use information about children and families for whom they provide services where there is a legal reason to do so. This may also be used for the wider purpose of planning/accessing services for children and families.

For example, the LA and Commissioned Partners use your information to:

- claim Free Entitlement (FE) for 2, 3 and 4 year olds
- identify children's needs through Integrated Health Checks
- identify children and family's needs through Children's Learning and Well-Being Audits • safeguard children
- provide inclusion support
- inform SEND Under 5s support planning
- support effective transitions
- ensure public funds are administered and spent in line with any Statutory Guidance or

Code of Practice

They also use the information to produce statistics which inform various decisions but without identifying individual children.

Types of personal data held may include: • child's unique pupil number

- contact details
- parent/carer details

- National Insurance/National Asylum Seeker Service number • date of birth
- attendance information
- ethnicity

- personal characteristics relating to family health and environment
- special educational needs/disabilities including developmental progress

Personal data will not be retained by the LA or Commissioned Partners for longer than necessary. For example:

- financial purposes, up to seven years
- children/young people with SEND until they are aged 25

You have the right to:

- be informed of data processing (which is covered by this Privacy Notice)
- access information (also known as a Subject Access Request)
- have inaccuracies corrected
- request to have your information erased
- request restricted processing
- data portability (for example, allowing you to move, copy or transfer personal data

from one IT environment to another in a safe and secure way)

- intervention in respect of automated decision making (for example, claiming 2 year old FE funding)
- withdraw consent (where personal data is purely processed on the basis of consent)
- complain to the Information Commissioner's Office (see below)

Ofsted do not routinely process any information about individual children. Ofsted holds no records of individual children's progress. However, it does use information about the achievement of groups of children to help inform its judgements about the quality of education in Early Years Providers.

The DfE uses information about children and pupils for research and statistical purposes; to allocate funds; to inform, influence and improve education policy and to monitor the performance of the education and children's services as a whole.

Who to write to about the data held

Children, as data subjects, have certain rights under the GDPR 2018, including a general right of access to personal data held on them, with parents exercising this right on their behalf if they are too young to do so themselves. If you wish to access the personal data held about your child/family, by WSCC, please contact:

- dataprotection@westsussex.gov.uk
- Data Protection Officer, West Sussex County Council, County Hall, West Street,

Chichester, West Sussex, PO19 1RQ.

If you are unhappy with the way your request has been handled by WSCC, you may wish to ask for a review of our decision by contacting our Data Protection Officer as above.

Complaints to Information Commissioner's Office (ICO)

If you are not content with the outcome of the WSCC review, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted internal review procedures.

- The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
- <https://ico.org.uk/concerns/>

0303 123 1113