

# "The Ducklings News"

**Mav 2006**

As we have not had a Newsletter for some time we would like to take this opportunity to welcome any new Mums and Carers that have recently joined our sessions.

Please take the time to read this letter as it contains some important information that concerns safety during sessions and some notices that we need to bring to your attention.

## **Session Times**

There has been some confusion over the past few weeks as to start times. Ducklings Toddler Group starts at 9.45am and finishes at 11.30pm on Monday mornings.

## **Maximum Numbers**

Due to safety concerns and manageability we have had to limit the number of toddlers to 35 per session. This does not include children under 6 months. It is unusual for us to exceed this number, but we hope that you will understand and forgive us if some weeks you are turned away at the door.

## **Fire Procedure**

In the unlikely event of a fire in the building the fire alarm will sound. You will be asked by the co-ordinator to leave the building as quickly and quietly as possible through the nearest fire exit.

- Usually double doors at the rear of Hall 2
- Through the kitchen and fire door on right
- Through the main entrance at the front of the Community Centre.

We will then assemble near the entrance to the car park and the attendance register will be checked. **At no point should you re-enter the building until it is safe to do so.**

## **Activity Tables**

Please could we ask that children be prevented from sitting around the tables whilst they are being prepared for snack time; We are concerned that injury may be caused by the spray cleaners or moving chairs.

## **General**

Thank you to those Mums and Carers who help put away toys during snack time and at the end of the session. Unfortunately this is a minority, and we would like to remind you that this group is run by volunteers, and you are expected to help tidy toys away. Also please could you be careful where you leave hot drinks and return any empty cups to the kitchen as soon as possible.

## **Story time**

As you are aware it is not easy making ourselves heard over the noise of 35 toddlers and we would appreciate it if Mums and Carers could refrain from chatting during this time, or at least move to the other end of the room.

### **Term Activities**

We have set a theme of 'Animals' for the remaining weeks and have some interesting, and sometimes messy, crafts planned! We have also arranged for the Fire Engine to visit us and we hope it will be as much fun as last year. It is due to arrive at 10.00 am, and in the unlikely event that we exceed maximum numbers for the session, all children will be welcome to come and look around the engine which will be parked outside in the car park. An end of term party is also planned and will be a ticket only event - details to follow.

### **Dates to Remember**

1 st May	Closed for Bank Holiday
29 <sup>th</sup> May	Closed for Bank Holiday
12 <sup>h</sup> June	Fire Engine Visiting
1 yth July	End of Term Party - Tickets Only
4 <sup>th</sup> September	Re-open New Session Times 9.30am -11.00am

### **Ducklings Future**

You may have heard that Ann and Karen are stepping down from running the toddler group after 18 months, and will have left by the end of July 2006. Micky and Sharon have kindly offered to continue running the group if a minimum of 2 persons will commit to helping on a weekly basis. From September 2006 session times will alter to an earlier time of 9.30am until 11.00am. Please come and chat to any of us if you would like to help or require more information about what is involved.

**And Finally ... we** would like to remind you that Ducklings is a Community Group run by Mums for Mums, and like many groups in the area will be forced to close if there is a lack of support. Please help us to remain open and a fun place for the children to play and make friends.