



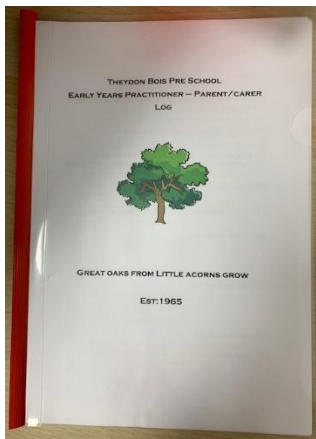
Established 1965

Theydon Bois Pre-School Group

September 2022

Keyperson / Parent Weekly Communication

In response to feedback obtained through our questionnaire at the end of the Summer Term we want to improve on our communication with our parents and carers around what your child has been achieving during the week with us....



This week we will be sending your child home with a **Communication Log**.

Within the log there is space for your child's key person to add notes about your child's weekly activities and achievements.

We encourage you to read the comments made by your child's key person and if possible add your own observations about what your child is getting up to at home. You do not have to comment but we do ask that you read the notes and tick the box to confirm you have read them.

Your child's communication log should be brought into pre-school **each time** your child attends and placed into the hanging file holder for your child's key worker to collect.

Learning & Activity Log

Date: _____ Keyperson/manager comment

Date: _____ Parent/carer comment

Please tick if you have read the above comments []

The hanging file holder can be found in the porch area clearly labeled with your child's key person's name.

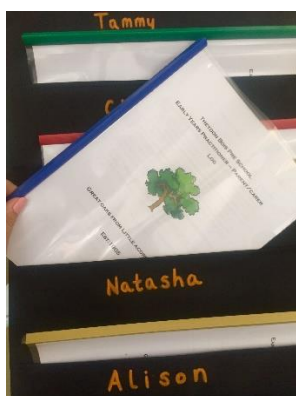
Over the course of the year your child's key person will put photos, wow moments, proud clouds, and pieces of artwork into the Communication Log. We encourage you to take some time with your child to glue these items into a scrap book* at home, creating a wonderful record of their achievements to look back on in years to come.



* For those children who were with us at the end of the Summer Term we will be sending home your child's Learning Journal. We hope you will continue to use this journal as a scrap book as mentioned above.

We would love to see your child's scrap books so please encourage them to bring it in for show and tell during circle time to share with their friends.

If for any reason your family are unable to purchase/ source a scrap book or if you have any questions and/or feedback about the Communication Log, please do speak to us at the gate or give us a call.



Kind regards,
Chris & Tammy
TBPS Managers