

# Clapton Park Children's Centre November/December 2025

## Dates for Your Diaries:

Please note that the centre will open at 9:00am on the following dates due to staff meetings:

- Wednesday 5<sup>th</sup> November 2025
- Wednesday 19<sup>th</sup> November 2025
- Wednesday 3<sup>rd</sup> December 2025
- Wednesday 17<sup>th</sup> December 2025

Please note that the centre will be closed on the following dates:

- Monday 22nd December 2025 - Monday 5th January 2026 (Winter Break - closed for **term-time only children**)
- Wednesday 24th December 2025 - Monday 5th January 2026 (Winter Break)
- Monday 5th January 2026 (Closed for INSET day)

## A Happy Birthday in November/December:

Gabriel, Josef and Laia in Pips

Amir, Iris, Remy, Serin and Yvonne in Acorn

Ajanae, Felix, Hailey and Noah in Mighty Oaks

Imani, Malaika and Sunny in Evergreen

Fallon in Beech

Oren and Rowan in Maple



## What new for November/December

### Sukkot Art Exhibition

We are excited to announce that we will be hosting a Sukkot Art Exhibition. This will take place at the centre on **Friday 7th November from 3:30pm to 6:30pm**. Join us for an afternoon of celebration, where you will have the opportunity to view your children's beautiful artwork inspired by Sukkot, enjoy a live performance, and immerse yourself in the vibrant culture through food, music, and more. We are asking parents to bring in an autumnal dish. Due to limited spacing the tickets are limited to 2 adults per family.

### Cake and Book Sale

We will be having a cake and book sale on **Wednesday the 19th of November from 3:30pm**. All are welcome to come and buy yummy cakes and treats that the children, staff and parents have made. There will also be a range of books for you to buy for your homes or as a present for someone.

### Christmas Concert

- **Pips & Acorns** Christmas Show will take place on **Tuesday 9th December at 10:30am - 11:30am**.
- **Mighty Oaks & Beech's** Christmas show will take place on **Tuesday 9th December at 2:30pm - 3:30pm**.
- **Maple & Evergreen's** Christmas Show will take place on **Wednesday 10th December at 2:30pm - 3:30pm**.

### Upcoming Trips

- **Maple** and **Evergreen** will be going on a trip to see "Cinderella" at Hackney Empire on **Tuesday 25th December at 1:30pm**.
- **Mighty Oaks** and **Beech** will be going on a trip to see "Mama Goose" at Theatre Royal Stratford on **Tuesday 2nd December at 10am**.

**Please note the deadline for signed consent and payment (£10.00 cash) for the trips is Tuesday 18th November 2025**

## Staffing

|                           |                 |           |                            |                   |                        |
|---------------------------|-----------------|-----------|----------------------------|-------------------|------------------------|
| <b>Pips Room</b>          | Neilum<br>(RL)  | Gladys    | Aesha                      | Shahana           | Sharma<br>(MAT Leave)  |
| <b>Acorn Room</b>         | Mia<br>(RL)     | Gifty     | Ossila                     |                   |                        |
| <b>Mighty Oaks Room</b>   | Annet<br>(RL)   | Angel     | Ana                        | Nana<br>(Agency)  | Immaculeta<br>(Agency) |
| <b>Evergreen Room</b>     | Dalila<br>(ARL) | Shante    | Joyce<br>(Agency)          |                   |                        |
| <b>Beech Room</b>         | Ires<br>(ARL)   | Sorphorn  | Hebret<br>(Agency - Float) |                   | Maria (ES)             |
| <b>Maple Kindergarten</b> | Lauren<br>(RL)  | Genevieve | Dilara                     | Gavin<br>(Agency) |                        |

|                       |                      |
|-----------------------|----------------------|
| Centre Lead:          | Emelia Kesewaah      |
| Acting Centre Senior: | Charmaine Moore      |
| Bursar:               | Folashade Fasogbon   |
| Senior Admin:         | Christiana McCormack |
| Centre Teacher:       | Tyresha Ambursley    |
| Site Manager:         | George Kanu          |
| Cook:                 | Piotr Krawczak       |
| Domestic:             | Maryori Janed        |

## **Fees**

At Clapton Park, per Hackney Education policy, all payments need to be received 'in advance'. We expect payments to be made in advance, whether it be a week or a month.

Please note: it is the parent's responsibility to make payments and ensure that they are up to date with their fees. The Centre will contact parents when they are in fee arrears.

Failure to adhere to this will result in the suspension of your child's place after one week of non-payment and withdrawal of the place after two weeks of non-payment. Parents/Carers should make sure that the fees are paid at the beginning of each week and at the latest by Thursday morning.

## **Absence:**

If your child will not be coming in due to sickness, holiday or any other reason, please call the centre and inform the office. When a child is absent from the setting without any explanation or a phone call from parents/carers we will do the following to safeguard the child:

### **First day of absence**

We will call the parents/carers on the first day of absence to find out why the child is absent from nursery. If we are unable to speak to the parents/carers, we wait to see if the child attends the next day. If the child is known to Children's Social Care we will inform the Social Worker and ask them to follow up on the child's absence and report back to us.

### **Second day of absence**

If the child is not known to Children Social Care and does not attend on the second day, we will call the parents/carers again in the morning, if we are still unable to contact the parents/carers, we will call the emergency contact or next of kin listed on the child's nursery file.

### **Third day of absence**

If we still have not heard from the family by the third day in the morning, we will carry out a home visit. If we are unable to contact the parent/carer we will refer the family to FAST.

(This is stated in our Safeguarding Policy which you signed during admissions)

## Spare Clothing

As you are aware, the children are outside each day. Please make sure that they have adequate and appropriate clothing for the day. All children should have a spare set of clothes on their peg in case of emergencies. If your child is potty training please ensure that they have a lot of pants, bottoms and socks as well as wipes for any accidents.

## Arrival Times

If you are running late for any reason and are unlikely to arrive by 10:00am please call the centre and advise staff that you are on your way and lunch will be put aside for your child.

## Sickness

If your child has a high temperature at home or you have been called to the nursery to collect them, you must keep them at home for 24 hours (after their last high temperature) before returning.

If your child has vomiting or diarrhoea at home or you have been called to the nursery to collect them, you must keep them at home for 48 hours (after their last bout of vomiting/diarrhoea) before returning.

## Buggies

When parking your buggies/bikes please ensure you use all the available spaces in the buggy park. As we have a lot of families that access our extended services, we urge you to avoid parking your buggies outside the office window unless all the spaces in the buggy park are occupied. This helps us to make space for additional buggies, as well as keeping the walkway clear.

Please be careful when parking your children's prams and bikes and be mindful of the other prams to avoid damaging them. We also encourage families to double check you have the correct buggy before taking it home, tying a ribbon or a tag to the handle can be a useful method for identifying your pram.

Due to spacing restrictions buggies should not be brought into the centre except for extenuating circumstances. If buggies have to be brought inside they should be parked to the side, out of the way and off the carpet.

## 27 months Development Reviews

These integrated reviews take place here every month with a Health visitor and key worker. When your child is around 27 months you will receive an invitation letter to come along for their review. If you have any questions regarding these reviews please speak to Neilum or Ossila.

## Dogs

Please ensure your dog remains on a leash at all times and is not being brought into the garden or inside the centre. Not everyone is comfortable around dogs so please try to be mindful of this.

## Breakfast

Breakfast is served between 7.45 am - 8.45 am and we provide a variety of cereals, fruit and toast. All children that have contracted times within that hour are entitled to breakfast.

We have a number of children with allergies and to prevent any reactions we ask parents **NOT** to bring their children in with any foods during breakfast times.

## Creams (Nappy/Sun/Medicated/Other)

If you are bringing in a cream that you wish staff to apply on your child's skin a cream consent form must be filled out first before we can do this. If the cream has been prescribed by a doctor, you will need to fill out a healthcare plan with your child's key worker. **When bringing in creams please ensure they are new and unopened.**

## Phones

We have a no phones policy within the centre! Please avoid using your phones whilst waiting in the hall or in the rooms. If you must use your phone please go outside to do so.

## Birthday Cakes

If you would like to bring in a cake for us to celebrate your child's birthday with, that is absolutely fine. However please ensure it is a shop bought cake, brought in the box with the ingredients printed on it.

## Library

We have recently reorganised the library, labelling the books by genre as well as mending/replacing any books that were torn. We ask that you help us to maintain the upkeep by returning the books you take out back to the section the book is labelled with, and not leave them on the floor.

## Babysitting

If you require babysitting on weekdays from 6:00pm onwards, or on weekends, please contact:

- Simone Pembele - 07956583461

## Behaviour

We will not tolerate any verbal or physical abuse towards our staff or the families who access the centre. We strive to maintain a safe and respectful environment for children, families and staff. We ask for your cooperation in reinforcing the importance of respectful communication. Our staff are dedicated to your children's education and wellbeing, and they deserve to work in an environment free from hostility. Anyone displaying any bullying or threatening behaviour, or verbal or physical abuse will be told to leave the premises, and may have their child's space withdrawn.

## Forest School

The children are going to the Hackney Marshes to enjoy nature walks and Forest School sessions. Please remember to dress your child appropriately i.e. warm coats, hats and wellies for when it is raining.

## Parents Forum

We are looking for new parents to be involved in our Parents Forum meetings from November onwards. If you are interested in taking part in discussions around Clapton Park and any changes you would like to see to improve the service, please let us know and we will add you onto our Parents Forum list. If you would like to put your name forward to be part of the discussion, please email us at "[claptonpark@hackney.gov.uk](mailto:claptonpark@hackney.gov.uk)".

## CPCC Instagram Account

Clapton Park Children's Centre is now on Instagram! To find out more about our centre, services and a general overview of all of the amazing things we get up to. Please feel free to add us [@cpcc.official](#) 'like', 'comment', 'subscribe', tell a friend and share our post on your story!

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