



Scotstoun Newsletter January 2016

Head office: 0141 887 0002

Manager: Jodie 07525 071 454

Deputy: Annette 07718 583 796

Email: jodie.carruthers@macs.uk.com

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Practitioners: Geo and Cassie

Play Carers: Andy, Lisa, Liz, Catriona, Jade and Dee



Update

We are delighted to say we have two new staff members, Jade Flynn and Lisa Brown. Both have experience within the child care field, and Lisa also works within the school during breakfast club and lunch times, which is great continuity for the children.

Throughout January our team will have refresher training in Child Protection and Emergency First Aid. Both Jodie and Cassie are well underway with their SVQ level4 in Social Care Children and Young People.



August 2016

Please note, if you have a child in Primary 7, leaving for high school in June you **MUST** give us 4 weeks notice in writing.

I have completed my overview for August 2016 with all of the new children/siblings. If you have not completed a form and you have a sibling who wishes a space for August please speak with myself or Jodie as a matter of urgency. Also if you have a child going to high school and you are aware you will not be continuing their place it would be helpful to know as soon as possible, so I can allocate that space in August to someone else.



Mission Statement

"We will provide a professional care service where children, young people and adults will be listened to, valued, and respected equally"



Suggestion Box

We continue to have a suggestion box at the parents table where we welcome all kinds of feedback, this is for both children and parents to use as often as possible. These suggestions help us keep the project moving forward and we try to put all suggestions into our weekly planners as quickly as we can.

This box is not for formal complaints, this can be done through the manager or head office.



Children Not Attending

Can I please ask parents if your child is not attending MACS or someone else may be collecting your child that you please inform Jodie or Annette. All contact numbers and email addresses are above for your information.

We understand that sometimes parents will forget to contact MACS due to busy working days however it is important we have updated numbers to contact you in case of any absence.



Changes to Registration Forms and Contact Numbers

Can I furthermore emphasise to parents the importance for up to date contact numbers and details, as we may have to contact you in an emergency and up to date details are imperative. If you have changed any of your numbers can I please ask you inform the manager and change these on your registration form as soon as possible?

A link for the new registration forms has been e-mailed out to all parents therefore we would ask if this can be completed at your earliest convenience.

Parents who have forgotten their passwords please inform the management to update this.



Compliments, Complaints and General Enquiries

If there are any matters you wish to discuss please do not hesitate to contact Jodie or Annette This can be done by e-mail or telephone and we will be happy to help.

If there are any questions regarding your payments or direct debits please contact the head office to discuss this with the relevant people.

Website: www.macs.uk.com



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Dates for your Diary

February 2016

Monday 15th February – HOLIDAY

Tuesday 16th February – HOLIDAY

Wednesday 17th February – IN-SERVICE DAY