



# First Steps

Dear Parent/Carer,

Welcome to First Steps! We are really pleased that you have come along and hope that you feel part of the community very soon.

First Steps is a baby and toddler group for children under 5 and their parent/carer. The group is run by volunteers from Hanborough & Freeland Church. We meet at Christ Church, Long Hanborough, every Wednesday during term time from 10:00 – 11:30.

We would like to ensure that every group member feels safe, secure and supported and that they have fun while they are here. For this reason, we have put together a welcome pack and we ask parents/carers to complete an initial registration form and then register their attendance each week.

If you have any concerns or suggestions about how we can do things differently, please let a First Steps Team Leader know. Your input and comments are always welcome. Outside of the group you can email us at [firststeps@hfchurch.org.uk](mailto:firststeps@hfchurch.org.uk).

Above all, we really hope you have fun and enjoy being part of First Steps!

The First Steps Team

# INFORMATION

## Approximate Schedule

10:00 Free play // Activities  
11:10 Refreshments  
11:15 Bible story // Song time  
11:30 Goodbyes

## Arrival

Please sign in on arrival and sanitise your hands.

## Cost

£2 per family per week (cash only).

## Refreshments

Adults: Tea/coffee and biscuit  
Children: Water and snack bowl

## Policies

Our Safeguarding and GDPR policies can be found on the Church website (or copies are available on request):  
[hfchurch.org.uk/safeguarding](https://hfchurch.org.uk/safeguarding)  
[hfchurch.org.uk/privacy-policy](https://hfchurch.org.uk/privacy-policy)

## Code of Conduct

Please be aware that your child is your responsibility at all times. We do our best to provide a safe space but direct adult supervision for each child is also necessary and we cannot provide that for you.

## First Steps Team

The First Steps Team Leaders and Team Members can be identified by their blue lanyards. They are volunteers from Hanborough & Freeland Church and have a DBS check.

## Communication



**E-mail:** E-Newsletters are sent out ahead of each half term and important information by email updates.



**Facebook:** Search for "First Steps (Hanborough & Freeland Church Baby & Toddler Group)" - Closed group for members only

## Hanborough & Freeland Church Sunday Services

At First Steps we encourage the discovery of friendship not only between group members but also with God. Friendship with God brings us life, freedom, hope and purpose. We believe He knows us and loves us regardless of our background. If you'd like to find out more, you would be most welcome to join us on a Sunday at one of our family friendly services:

**10am** Christ Church, Long Hanborough  
**10am** St Mary the Virgin, Freeland  
**10am** St Peter & St Paul, Church Hanborough

For more information, please visit: [hfchurch.org.uk](https://hfchurch.org.uk)  
Our Rector, Steve Stewart, can be contacted at: [rector@hfchurch.org.uk](mailto:rector@hfchurch.org.uk)

# HEALTH AND SAFETY

In the event of a fire, please congregate in the north-west corner of the Church yard (adjacent to Myrtle Farm Court).

If you or your child have a temperature, are suffering from sickness or diarrhoea, are displaying symptoms of COVID-19, or are obviously unwell, please do not attend the group. Please wait at least 48 hours after the last episode of sickness or diarrhoea.

We do all that we can to reduce the risk of accidents, and they are thankfully extremely rare. However, should you have an accident while you are on the premises, please inform a First Steps Team Leader.

On arrival, please shut the door behind you to prevent children leaving the Church building unattended. For the same reason, please also close the doors leading to the kitchen and toilets behind you.

For the safety and wellbeing of every child, please do not take photographs.

We provide refreshments at 11am for both adults and children. If your child needs a snack before this time, please ensure that they sit down to eat, away from the toys, and put any rubbish in the bin provided.

Please do not walk on the babies' play mat in shoes. We have chosen a wipeable and cushioned play mat to provide a clean and safe space for babies to play. As it is made of foam, the playmat is at risk of rips/tears.

Please could we ask that that toys from home are not brought along to First Steps, as other children can find it difficult to understand that some toys in the room are shared by everyone whilst some belong to an individual. It also stops toys from being lost or damaged.

*We take your health and safety very seriously. Please speak to a First Steps Team Leader if you have any concerns.*