

Who to contact at Little Jungle

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Below you will find some common reasons to contact us, and our preferred contact method. Please note that our office hours are **09:30 to 18:00, Monday to Friday**. So please feel free to email, or leave a voice mail outside of these hours. If your query is urgent or an emergency, please contact Tarek or Caroline on their mobile numbers (see below):

Reason for contacting Little Jungle	Who to contact at Little Jungle (Name & Contact Information)
<ul style="list-style-type: none">• Child attendance and absence (late arrival / pick-up, sickness, holiday, extra ad-hoc sessions)• Changes to pick-up arrangements	hello@littlejungle.co.uk or 0207 277 7171 option 1
<ul style="list-style-type: none">• General queries, complaints, settling-in, transitioning, and general feedback• Child welfare and safeguarding concerns• Strategies and advice on child development• Child settling-in and transition planning• Change in regular attendance requests• Termination of attendance	Caroline (Managing Director) caroline@littlejungle.co.uk or 0207 277 7171 option 1
<ul style="list-style-type: none">• Waiting list• New Admissions	admissions@littlejungle.co.uk
<ul style="list-style-type: none">• Finance, billing and payment queries• Free Entitlement / Funding• Childcare vouchers	Tarek (Finance Director) tarek@littlejungle.co.uk or 0207 277 7171 option 1 / 0797 173 8533
<ul style="list-style-type: none">• Emergencies	Caroline (Managing Director) 0786 644 1808 Tarek (Finance Director) 0797 173 8533