

 April 2021

Dear Parents/ Carers,

As we enter the Summer term, I would like to welcome all of our new parents and share the following information that will concern you over the next few weeks.

**2021 Term Dates**

I have included the upcoming term dates and important dates for your diary, these are also available on the website throughout the year under the parent’s area drop down menu.

Please note the Inset day on Monday 12th April.

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| Summer Term  | **Begins –** Tuesday 13th April**Inset Day –** Monday 12th April**Half Term –** Monday 31st May to Friday 4th June**Ends –** Thursday 15th July**Sports Day & Family Picnic –** Thursday 15th July, weather and lockdown dependent – more information to follow! (There will be no lunch club or afternoon session on this day) page1image16160 |

**Drop Off & Pick Up Times**

Please remember to queue around the back of the church and do not enter the premises before you are called forward.

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| --- | --- |
| **Drop Off**  | page1image210249am to 9.15am  |
| **Morning Session Pick Up**  | 12pm  |
| **Lunch Club Pick Up**  | 1pm  |
| **Afternoon Session Pick Up** page1image29064 | 3pm |

**Covid-19 Update**

To protect all of our families and our staff, we continue to ask all adults to wear a face mask whilst on the premises. Please could I remind you to wear a face covering during drop off and pick up until you have left the gate on Vaughan Road, this includes whilst you are queuing around the back of the church.

**Lunch Club**

Please remember that you should not give your child anything that contains nuts or sesame in their lunch box. Things that may include nuts and sesame include certain types of pesto, tahini and nut butters. Please remember to cut up fruit and vegetables such as tomatoes and grapes (lengthways) to prevent choking. At this time, we also ask that children bring their lunch in a hard, plastic box as they are easier to clean upon their arrival.

**Collecting Children**

As you know the safety of your children is important at all times and this is why we have the password system in place when a child is being collected. Please remember if you are not collecting your child, then the person collecting them will need the current password. We feel that this system, now widely used in pre-schools, is an extra addition to our usual thorough security measures. If you are unsure about the password system, please have a word with me.

**Website**

Please remember that our website www.urcpreschool.com is updated regularly with news and information about both the preschool and our PTA. You will be able to find most of the information relevant to our existing parents under the parent’s area drop down menu, along with links to websites that might be of interest to you such as the Tapestry login page. On the website, we have a blog that is regularly updated with information about what the children learn about during their time at Preschool and other exciting news that we would like to share with you!

**Tapestry**

We use Tapestry regularly to send updates about your child’s time with us at Preschool, we also use it to inform you of what activities your child will be participating in. Please check your child’s journal regularly and add a comment when you receive an observation, photo or video. We would also like you to add photos and videos of the things the children do outside of Preschool too. By doing this it will enable you and your child’s key person to work closely in partnership together to provide the best support for your child. Due to the current situation, this will also be the main point of communication between you and your key person if you need to discuss anything, use the observation tool to add any information that you would like to share with us and we will get back to you. Please note that these comments will not go into your child’s learning journal and will be deleted once resolved.

**Funding Forms**

I will be giving out the funding forms next week, if you receive a new form could you please fill it in with your child’s details and sign the relevant section. All funding forms will need the Summer **term** section **completed** which I have highlighted in **blue** and then it will need returning to me as soon as possible please.

**Mobile Phones & Cameras**

Please remember that mobile phones and cameras are not to be used whilst you are on the premises, if we are celebrating your child’s birthday, a member of staff will capture this for you on Tapestry and then add it to your child’s journal for you to view. If you receive a phone call whilst dropping off or picking up your child, please wait until you have left to answer it. Phones and cameras are also prohibited at our special events such as the Nativity, Easter Service and Sports Day, we will try our hardest to capture these special moments for you.

**Snack Contributions**

Before Covid restrictions took hold, parents were very generous in helping the PTA by donating food for the children to have at snack time, this included cheese, crackers, fruit and vegetables. We now feel it is safe to ask for your help once again so if you would like to contribute something there will be a basket at the entrance of the building at drop off time every morning.

Kind Regards,
Lorraine Robinson (Manager).