



WWW.URCPRESCHOOL.COM
UNITED REFORMED CHURCH HALL - PRESCHOOL AND NURSERY CLASS

January 2024

Dear Parents/ Carers,

Happy New Year to you all, we hope you all had a Wonderful Christmas!

I would like to start by saying thank you all for the generous gifts and the collection of money at the end of term, it really was very kind of you all!

Welcome back to our existing parents and we would also like to welcome all our new parents whose children will be joining us this term.

Please take the time to read this newsletter as it contains important information, dates, and updates.

Funding Forms

This week I will be giving out funding forms to those children who are entitled to their free 15 hours. If you receive a new form, please could you fill in all the relevant information on the front and sign the declaration section too. Then everyone must complete the [Autumn Term](#) section on the form before returning it to me. If you have any questions, please do not hesitate to get in contact via email or text or speak to me on the door.

Reception School Places

If your child is currently in Red Group, please remember that the deadline to apply for your school place / Reception is [Monday 15th January](#).

Increase in Fees from January 2023

The preschool management have made the recent decision to increase the fees per session for non-funded children and for those who attend more than the allocated government funded 15 hours a week for 3- and 4-year-olds. We are very conscious of the increase to the cost of living for everyone but unfortunately it also impacts the preschool which is why this decision has been made.

The new fees as of the 1st of January 2024 are as follows:

Morning Session (9am to 12pm) - £34

Morning Session + Lunch Club (9am to 1pm) - £42

Afternoon Session - £34

Full Day Session - £58

The following table explains how the increase in fees might affect your payments, including the current fee and how much this will be changing:

| Session Type Fee | Current (Nov 2023) | New Fee (Jan 2024) | Change in Cost |
|---|-----------------------|-----------------------|---------------------|
| Morning Session (9am to 12pm) | £32 | £34 | + £2 per session |
| Morning Session + Lunch Club (9am to 1pm) | £40 | £42 | + £2 per session |
| Afternoon Session (12pm to 3pm) | £32 | £34 | + £2 per session |
| Full Day Session (9am to 3pm) | £56 | £58 | + £2 per session |

If you have any questions or concerns over this change, please let me know as soon as possible by emailing me at manager@urcpreschool.com.

Fees

I will be emailing out invoices this week to those parents who pay fees for their children.

Sickness

Parents must keep any child at home who has an infection. You are also asked not to bring any child into pre-school who has been vomiting or had diarrhoea until a clear **48 hours** has elapsed (this is a Health & Safety recommendation). If your child comes in before this time, they will not only infect the other children but the staff as well.

Please remember that at Preschool we must always adhere to ratios to keep your children safe therefore if too many staff go off sick from an illness, Preschool may have to close!

Therefore, we ask please **DO NOT** bring your child into preschool if you have had to give them Calpol in the morning because they are feeling poorly.

Please may I remind you to inform us before 09.00am on the following number (07480369531) if your child is sick and will not be in pre-school, as we need to keep a record of children who are absent. If a child is continually absent it will be necessary for us to inform Ofsted. Parents will be informed if there are any infections such as head lice, impetigo or other infectious diseases which may affect other children or their parents.

Appropriate Clothing

As you all know we go out in the garden everyday whatever the weather therefore please can you make sure that your child wears appropriate clothing for example a waterproof coat with a hood to keep them dry.

Lunch Club

I would like to thank you all for your support in encouraging healthy eating throughout the setting. We have noticed that all the children are now bringing water to drink rather than juice and the sugary snacks for example chocolate, cakes, and biscuits etc are being substituted for something healthier! Thank you. 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. It is also an idea to put a small icepack in your child's lunchbox to keep their food cold.

Term Dates

Term dates and important dates for your diary are available on the website throughout the year under the 'parents' area' drop down menu. Here is a reminder of some key dates for the rest of this academic year. I will give you advance warning of any future Inset days or Occasional days before they are due to take place.

| | |
|-------------|--|
| Spring Term | Begins – Monday 8 th January. Half Term – Monday 19 th to Friday 23 rd February Ends – Thursday 28 th March Easter Sing Along & Family Picnic – Thursday 28 ^h March * |
| Summer Term | Begins – Monday 15 th April Half Term – Monday 27 th May to Friday 31 st May Ends – Thursday 18 th July Sports Day & Family Picnic – Thursday 18 th July (weather dependent) * |

*Please note there will be no lunch club or afternoon session after our Easter sing along and Sports Day event

Change of Details

Please can you inform me if any of your details change from what you originally put on your registration form and continue to do this if anything changes throughout the year, this includes your contact number, your address, email address etc.

Collecting Children

As you know the safety of your children is always important and therefore, we have the password system in place when a child is being collected. Please remember if you are not collecting your child, then inform either the member of staff on the door or the gate who is picking your child up and ensure that the person collecting them has 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.

Parent Board

We have a notice board on the wall by the front door, please take the time to have a look as we will continue to add any relevant information to it.

Library Service

We have a Library system which gives you the opportunity to borrow books from Preschool to read to your children at home. At the top of the grass there is a box, filled with books. Please help yourself to a book of your child's choice and then return it once you have finished.

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.

PTA Facebook Page and Whatsapp Group

Please remember to join our PTA Facebook page and the Whatsapp group if you haven't already done so. They are both closed groups, just for the parents of the children attending the URC. It would be great if everyone could sign up to both as the PTA often put important and relevant information and notices on there. If you'd like to join the Whatsapp group, please message Sarah Ward (Chair) on 07503756659 and she will then add 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 which we can share with your child and their friends at preschool on the interactive white board. By doing this it will also enable you and your child's key person to work closely in partnership together to provide the best support for your child. You can also use Tapestry as a form 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.

Communication with your Key Person

If you would prefer to meet face to face with your key person during the year, please let me know and we will arrange a date and time that is convenient for you both.

Mobile Phones & Cameras

Please remember that mobile phones and cameras are **NOT** to be used whilst you are on the premises, this includes when you are waiting in the line outside to either drop off or pick up your child. If you receive a phone call whilst dropping off or picking up your child, please wait until you have left to answer it. **Can you also pass this information on to anyone else who might drop off or pick up your child please. If a member of staff sees anyone using their phone whilst on the premises, they will ask you to either put it away or end your call.**

Snack Contributions

In the past parents have been very generous in helping the PTA by donating food for the children to have at snack time, this included cheese, crackers, fruit and vegetables. If you would like to contribute something there will be a basket at the top of the grass at, drop off time every morning.

Birthdays

When it's your child/ren birthday we will celebrate it with them during the session with their peers and we will put the video/ pictures on Tapestry for you to see. We ask parents to bring in a pack of Pom Bears to share with all the children on the day.

Kind Regards,

Lorraine Robinson (Manager)

