



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

October 19

Dear Parents/ Carers,

This half term we have a few very busy weeks ahead of us. If you would prefer a hard copy of this newsletter, please speak to your Key person.

Firstly, just a few reminders:

### **Clothing**

Now the weather has turned considerably colder please could you ensure you're your child has a pair of gloves and a hat in their bag each day.

### **Tapestry**

As I am sure you are all aware, we now use the online system called Tapestry to record and track your child's journey throughout their time with us. Please check your child's journal regularly and add a comment when you receive an observation, photo or video. 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.

### **Library**

Just a reminder that at the end of each session you can choose a book with your child from one of our 2 library trolleys which you will find next to the signing out table. There will be a book next to one of the trolleys where you will need to write down your child's name and the name of the book you are borrowing. We then ask you to sign it back in when you return it to us.

### **Birthdays**

For your child's birthday we like to celebrate and be a part of their special day by singing 'Happy Birthday' with their friends at pick up time or during circle time for Red group. We ask that parents bring a multipack of 'Pom Bear' crisps when you bring your child in that morning to share amongst their friends after we have sung and your child has blown out the candles, instead of cakes.

### **Hanging Folders**

We have placed new hanging folders for the main room and Rainbow room in the corridor round by the toilets. Each child will have a folder with their name on, on the days they are in the setting. These folders are for your child's art work or any letters they have that need to

go home. Could you please go round and check your child's folder before you leave the premises.

### **Website**

Please remember to use our website [www.urcpreschool.com](http://www.urcpreschool.com). You can access any relevant information you may need about the pre-school in addition to any current updates, such as newsletters from myself or the PTA.

### **Facebook Page**

We have also recently set up a new Face book page for the URC preschool. This will be a closed group, just for the parents of the children attending the URC. It would be great if everyone could sign up to the page as are hoping to use it like the website by putting important and relevant information and notices on there.

### **Lost Property**

Just a reminder that the lost property basket is located next to the parent's table. Please feel free to search through it if you lose anything.

### **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 since the last incident, to comply with Health & Safety recommendations. If your child comes in before this time they will risk infecting the other children and staff members as well. Please may we remind you to inform us before 9am 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 become 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.

### **Gates**

As you know, both the gates lead onto the road from the garden. Please can you close and place the chain on the hook **every time** you come in or out of the gate. It is necessary that you do this for the safety of all the children.

### **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 the special occasion for you on Tapestry and then add it to your child's journal for you to view.

### Hot Drinks

Hot drinks are not allowed to be brought into the main room when dropping or picking your child up. You are asked to leave your cup on the parent's table out of reach of the children until you are ready to leave the premises.

### 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. Please also remember to sign your child out of pre-school after each session and tell either myself or a member of staff if you have a new phone or mobile number.

### Lunch club

Please remember **NOT** to give your child anything in their lunch that contains **NUTS**, this includes pesto and chicken satays.

**There will be NO lunch club or afternoon session on Wednesday 18<sup>th</sup> (Nativity) or Thursday 19<sup>th</sup> December (Christmas Party and Last day of term).**

### Nativity

On Wednesday 18<sup>th</sup> December we will be holding our Nativity in the church at 10.30am. It would be nice to have all the children in that day, so they can all be a part of the service. Everyone is welcome to come along, watch and sing; mums, dads, grandmas, grandads, aunties and uncles, the only thing we do not allow is **pushchairs**, as you can imagine the church is full and this could become a fire hazard. The doors of the church will be open from 10.00am which should give everyone plenty of time to find their seats. After the service the children will come back into the hall, get changed and have a drink and a biscuit. Pick up will be at **12.00pm** and there is **NO** afternoon session that day.

### Nativity Photo

On Thursday 5<sup>th</sup> December Mr Lenman (our photographer) will be coming in to preschool to take our official Nativity photo and all the children are welcome to come in and join us that day. The children will be dressing up in their costumes which are provided by the preschool and the photo will be available to buy afterwards.

### Christmas Party

The Christmas party is on Thursday 19<sup>th</sup> December and once again **ALL** the children are welcome to join us. However, drop off that day will be at **10.00am**. We will be asking parents if they can provide a plate of party food and nearer the time there will be slips of paper on the tables at drop off with a variety of items on them that we will ask you to bring

in the day before. Mr Bananahead is going to be joining us this year hopefully along with another special visitor. I'm sure you want to be with your children when the Special Visitor (Father Christmas) arrives so we would like you to come back to Preschool at 11.45am to be with them.

**Last Day of Term**

Our last day of term is Thursday 19<sup>th</sup> December. Pick up on this day will be at **12.00pm or 11.45am** if you are joining your child to see our Special Visitor

Lastly, our first day back after the Christmas break is **Tuesday 7<sup>th</sup> January 2020**

Many Thanks

Lorraine Robinson