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UNITED REFORMED CHURCH HALL - PRESCHOOL AND NURSERY CLASS

April 2024

Dear Parents/ Carers,

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

2024 – 2025 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.

Summer Term	<p>Begins –Monday 15th April 2024 Half Term – Monday 27th May to Friday 31st May 2024 Ends – Thursday 18th July 2024</p> <p>INSET DAY – Thursday 6th June.</p> <p>OCASSIONAL DAY – Monday 10th June.</p> <p>Coffee Morning – Monday 29th April – Vault room at the back of Gail's after drop off</p> <p>Photographer – Wednesday 19th June – In the church - more information to follow)</p> <p>Quiz Night – Saturday 11th May – Tickets go on sale this week!</p> <p>Sports Day & Family Picnic – Thursday 18th July, weather dependent – more information to follow! (There will be no lunch club or afternoon session on this day)</p> <p>Bank Holidays – Monday 6th May Monday 27th May</p>
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Please note the Inset day and Occasional day in June.

Autumn Term	<p>First day of term – Tuesday 3rd September- Tuesday 17th December 2024</p> <p>Half Term: Monday 28th October - Friday 1st November 2024</p> <p>Inset Day -Monday 2nd September Occasional Day – Wednesday 18th December Inset Day -Thursday 19th December.</p>
Spring Term	<p>First day of term - Monday 6th January- Thursday 3rd April 2025</p> <p>Half Term: Monday 17th February - Friday 21st February 2025</p>
Summer Term	<p>First day of term – Tuesday 22nd April – Thursday 17th July 2025</p> <p>Half Term: Monday 26th May - Friday 30th May 2025</p>

Road Closure

I have been asked to inform you that Vaughan Road will be closed next week from Tuesday 16th April to Thursday 18th April due to road works that are taking place.

New Bells On Gates

Over the Easter holiday we have had 2 new bells installed on the iron gates that lead into the garden. From now on the padlocks will be on the gates at all times during preschool hours so if you need to enter the premises for any reason, please ring the doorbell and a member of staff will come out and help you.

Mrs Bowden

After many years working at the URC, Mrs Bowden has sadly decided to leave us and pursue her career in teaching. She will be leaving us at the May half term and we are all going to miss her very much but we wish her all the best in her new role!

Funding Forms

If you haven't received a funding form me over the Easter break then you will receive it next week, please can you fill in the summer term section before returning it to me.

Extra Days In September

If your child is staying with us in September and you would like to increase their sessions, please could you email me and let me know. We have several new children starting with us in September, so I want to make sure you receive the days you require.

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.

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.

We have always offered a healthy snack during the morning session, and we would like to continue this practice during lunch club also. Therefore, we are continuing to encourage the children to have only either water or milk (which we will supply) at lunch club rather than squash and we also ask that you do not put chocolate bars/ cakes into the children's lunch boxes either. Thank you.

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

For those parents who are just joining us, we have a new notice board in the garden which can be found on the wall to the right of the blue double doors. Please take the time to have a look as myself and the PTA will keep it updated with any relevant information.

Library Service

We are also bringing back our Library system which gives you the opportunity to borrow books from Preschool to read to your children at home. Next to the parent's board at the top of the grass there will be a box, 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. 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.

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 of the PTA) 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. However, this might not be after every session your child attends as its important the staff spend time just playing with the children. 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. 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 one pack of Pom Bears to share with all the children on the day.

Kind regards
Lorraine Robinson