

Dear Parents/carers,

The kindergarten is open from 8.30 am, so if you require an early morning start, please speak to a member of staff, as this needs to be prearranged. Normal start time is 9.30 am, this is when we do the morning welcome ring. Kindergarten finishes at either 1 pm or 3 pm, Monday to Thursday. On Friday Kindergarten finishes at 1 pm.

To support the children there will be two breaks. Fruit and a drink which will be supplied by the Kindergarten at 10.15 am, and a packed lunch will need to be provided by parents/carers for your child's lunch if they are staying until 3 pm.

Kindergarten will be open for 30.5 hours per week. Please can parents/carers check to see if they are eligible for the 30 hour entitlement for their child. This has to be confirmed before the beginning of each term. If you are unsure, please discuss with Zanna.

Most children are eligible for the free 15 hours childcare. If your child is not entitled to 30 hours child care, the 15 hours can be used within any working hours of the Kindergarten week. If you would like any extra hours, we charge £10 per hour. If you want five mornings for example, 9.30 am to 1 pm, and your child is eligible for 15 hours free childcare, your child will receive 17.5 hours in Kindergarten. We will then charge £25 for the extra 2.5 hours.

I hope all this information makes sense. Any further information or queries please call Zanna Millicheap on 07970 117251.