

OFSTED Registration Number: **EY497807**

Monday 24th August 2020

Dear Parents/ Carers,

We are very much looking forward to welcoming you or welcoming you back to Grace Owen Nursery School.

This letter explains some things you need to know about starting/returning to nursery as safely as possible during the COVID-19 Pandemic.

New families

We hope you have already managed to visit nursery and have a socially distanced tour after children have left or have arranged to come during our summer close down week at the end of August. If you haven't yet got a visit planned please get in touch and we will arrange this for you. **Please could you also email us as soon as you can to confirm the days and hours your child will be attending nursery so that we can complete our registers and plan staffing.**

When you come to look around or over a phone call we will arrange for your child to come and spend time at nursery over at least three visits to help them settle. We arrange these times so that your child's key person or room lead can spend time getting to know your child and you and have time to talk and fill in forms with you. If your child (and you) are settled we will then arrange for them to start their regular sessions at nursery. If you feel they need more visits this can be arranged.

All families

Once you and your child have got to know us here are the arrangements for dropping and collecting and the changes to our usual routines at this time. They are based on our COVID 19 Risk Assessment which is in place to help us keep children, families, staff and our community protected during this pandemic.

If at all possible please try to **walk to nursery**.

If you are coming by **car** please **park considerately** and ensure you travel in a car that **belongs to your household**. You should not have a lift from anyone outside your household.

If you are travelling by **public transport e.g. bus/taxi** please ensure your **child does not eat** on their journey, so avoiding touching their face after touching parts of the vehicle and ensure you follow guidelines about travelling on public transport e.g. **social distancing and use of face masks**.

Please ensure your **child and everyone in your household is well and that you have been following government guidelines about staying at home and observing social distancing**

before coming to nursery. This is to protect your child, their friends and families and our staff as well as the wider community. **If your child/others in your household are ill or you suspect symptoms of COVID 19 please DO NOT come to nursery but ring and let us know as soon as possible.** Please also let us know if your child is not coming to nursery for any other reason as well. We will contact you if we don't hear from you.

Your child can attend nursery at the **times you have booked with us or we have given to you depending on their age and type of booking. Please try hard to stick to these times to avoid too many families arriving or leaving at any one time.** The autumn term will start from the 3rd September 2020.

We have organised children into 'bubble' groups with their staff team. Each bubble group will stay in their room or outside space and not mix with people from the other bubbles in nursery. This is to help minimise the number of contacts everyone has and help to prevent the spread of the virus. **Your child is in the Blue Bubble in the Classroom.** We have grouped children between the ages of three and four years old in this bubble.

We will be helping your child to wash their hands with warm soapy water regularly at nursery, including on arrival and before departure, when going outside or coming back into the room, before and after eating or after going to the toilet/nappy changes. We will have hand sanitiser available, especially outside and use of this will be closely supervised.

We will not be using the usual entrance into nursery to avoid your child passing children and adults from other bubbles in reception area or the corridors. This means you will need to use the gate in the middle of the outside nursery fence. Just follow the arrows. **Please stand 2 meters apart from other families when waiting. You will need to collect your child from the same gate.**

Please avoid chatting to other families near this space and remember to 'stay alert' and observe social distancing at all times. If your child is new or returning after a long break from nursery you will be invited to come into the room with them to settle them on their first few visits but please respect social distancing from other children whilst you are in the room.

Once settled into routine we will ask you to drop your child at the gate with an adult from your bubble along with their bag and coat. This is also where you will collect them to ensure as few as possible people come into the building.

Please send your child to nursery in a clean set of clothes each day and wash them between wears. Thank you.

Please see the **list on next page of things we need your child to bring with them and things they cannot bring to nursery at the moment.** Thank you for your co-operation.

If you are paying for **childcare please ensure prompt payment in advance either monthly or weekly through the bank. See payment details below. Our rate is £5.00/hour**

Bank: Royal Bank of Scotland

Name of Account: Grace Owen Nursery School

Sort Code: 16-00-08

Account number: 10302321

Reference: Your child's name (PLEASE MAKE SURE YOU ENTER THIS)

If you are paying for **school dinners** please ensure you put the correct amount of money or a cheque in an envelope, labelled with your child's name, the amount of money enclosed and number of dinners required. Each dinner costs **£1.75**. Please ensure you **pay for all the dinners you need reach week on a Monday morning or the first day of the week your child attends**. You will be asked to drop your envelope in a box on arrival. **No change can be given** as protocols for the handling of money have to be strictly followed. You can send your child with their own lunch and snacks if you prefer.

If you have any further questions please do not hesitate to ring or email us. Thank you for your support. It does still feel just like nursery to the children behind our bubble fences so please don't worry and you can come and talk to us at the office if you need to

We are really looking forward to seeing you soon.

Kind regards

Nancy

Nancy Farrow (Headteacher)

Things your child will need 	Things your child cannot bring 
<p>Drink with your child's name on</p> 	<p>Toys and other bits and pieces from home</p> 
<p>Sun cream (to be left at nursery) with your child's name on.</p>  <p>Please apply long lasting cream at home instead if possible.</p>	<p>Sun glasses or other none essential items</p> 
<p>A cardigan, jumper or coat with your child's name on.</p> 	<p>Pictures and presents for adults or other children.</p> 
<p>A labelled sun hat with your child's name on.</p> 	
<p>A packed lunch and snacks labelled with your child's name.</p> 	<p>Things we will still be doing</p> <ul style="list-style-type: none"> • Having fun and playing with our friends and bubble staff • Following the EYFS • Following our usual routines • Playing outside and inside • Learning and exploring • And lots more
<p>Spare clothes (all named).</p> 	
<p>Nappies, wipes and anything else for care needs that your child requires.</p>	