Horsham Nursery School

Headteacher: Mrs L Mellor, BEd Hons
Harwood Road, Horsham
West Sussex, RH13 5UT
Tel: 01403 224430
Email: office@horshamnursery.co.uk

January 2026

Dear Mums, Dads and Carers,

It's been lovely to welcome everyone back this week, including all our new children joining Explorers, Discoverers and the Over 3's and SSC. We have also welcomed Clare Burgess as Assistant Headteacher and look forward to a great year ahead working with her on the senior leadership team.

Forest School sessions:

This is the new timetable for Forest Schools. We rotate the groups around regularly to ensure as many children as possible access the sessions over the year. Please make sure your children have waterproofs and warm clothes, including spare outfits, on their peg.

Spring 1	**Tuesday**	**Wednesday**	**Thursday**	Friday
AM	Ami-Green Group Angie-SSC	Discoverers Amy- Purple Group	Discoverers Bronwen-Pink group	Jo-Yellow Group Becca-Blue Group
PM	Ceri-Red group			

Applications for Primary School places

The deadline for applying for a school place is **Thursday 15 January 2026** for all children born between **1 September 2021 and 31 August 2022**. If you need support with your application, please talk to your Key Carers or Liz. If you are in the process of applying for an EHCP for your child but do not have one yet, you must apply initially for a Primary School place by the 15th January.

You can find the link for the application here:

https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/apply/starting-school-places/

Parking:

We are happy for you to use our Staff Car Park between 8.00am and 8.30am and after 4.15pm. Otherwise, parking is only for cars with permits. This allows our staff travelling from further afield to park in time for their shifts, being ready for the children arriving in their rooms. Please travel slowly around the car park, following the arrows in one direction. Your children should be kept close by you at all times in the car park, holding hands to keep them safe.

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Snack time donations for the Over 3's

In the Over 3's we rely on your donations for snack time. Thank you to everybody who is sending in a contribution. Please pop your donations in the basket at the Over 3's doorway any day of the week- we often run short by Wednesday.

Pick up from the Over 3s at 4pm

If you require an early pick up from the Over 3's this term please put this in writing to the office so that we can prepare your child to get ready to go home at 3.25pm. If you are using core funded hours your child should be using the full session until 4pm. We do want to work with you as families, however when staff are pulled from their roles to answer the door it compromises our staff ratios and the end of the children's session.

We look forward to working with you and your children over the next term. Please see key dates below and look out for emails about other events we will be planning this term.

Warm wishes

Liz Mellor

Headteacher

Diary Dates:

Date	Event		Over 3's	Explorers Discoverers
Thursday 15th January	Deadline for School Applications	Please make sure you have applied for your child's school place.	✓	
Friday 16th January	Booking open for February Holiday Club	Booking link will be sent out for bookings.	✓	
Friday 23rd January	Holiday club bookings close		✓	
Friday 6th February	Number Day	Children will participate in a fun-filled day of maths and raise money for the NSPCC.	✓	
Tuesday 10th February	Safer Internet Day	We will be raising awareness and learning more about internet safety.	✓	
Friday 13th February	INSET Day	Whole Nursery closed for staff training	✓	✓
16th -20th February	February half term	Over 3's closed. Holiday Club open for working parents.	✓	
Friday 27th February	Booking open for Easter Holiday Club	Booking link will be sent out for bookings.	✓	
Friday 6th March	Easter Holiday Club bookings close		✓	
W/c 2nd March	Book Week	Details to follow	✓	

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Tuesday 10th and Thursday 12th March	Parent consultations for Over 3's	Appointments with Key Carers.	✓	
W/C 16th and W/C 23rd March	Parent consultations for Explorers and Discoverers	Appointments with Key Carers.		✓
Friday 20th March	World Down Syndrome Day	Lots of Socks campaign – wearing mismatched or colourful socks with voluntary donations to PADs (Positive About Down Syndrome)	✓	✓
Monday 30th March-Friday 10th April	Easter Holidays for Over 3's	Over 3's closed. Holiday Club open for working parents.	✓	
Friday 3rd April and Monday 6th April	Bank Holidays	Whole nursery closed for Easter	✓	✓
Monday 13th April	Start of term	First day back for Over 3's	✓	