Horsham Nursery School

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

May 2024

Dear Mums, Dads and Carers,

As we move into our Summer Term we would like to welcome all our new families to Horsham Nursery. This is always a busy time and we have lots of special events for you to become involved in. A list of key dates is at the end of the letter for easy reference!

The children in the Nursery are currently learning about life cycles. They have been planting beans in the Overs and enjoying our role play garden centre. In all the rooms, the children are watching our caterpillars grow and change, they are excited to see how they will develop into butterflies!

Family Open Day: Saturday 22nd June-save the date!

We would like to welcome you into our Family Open day on **Saturday 22nd June from 10.30-12.00am.** Staff will be available to talk to you about our bespoke curriculum here at Horsham Nursery and answer any other questions you may have. There will be an opportunity to see your child's rooms and to see their special folder. Forest School will be running and we hope to run some fundraising activities to support our extra-curricular activities. Save the date and bring along your family members. We look forward to seeing you all there!

<u>Update from our Safeguarding Puppet: Haven</u>

Haven, our safeguarding puppet has been visiting group times and has his safety reminder signs displayed around the nursery. Haven has been helping the children keep safe when in the garden and reminding them of keeping their private parts private. The children also have to opportunity to talk to Haven if they have any concerns. Haven loves to hear different ways the children are keeping safe at nursery.
During the first week of July we will be inviting you to Stay and Play sessions and a range of Parent Workshops, one of which will be an Online Safety Workshop, reinforcing key messages for your children.

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Suncream:

As the weather starts to change at last, we will all need to be mindful of applying sun cream to the children. On sunny days, please send your child in with all day sun cream already applied. Over the session or whole day, staff will reapply sun cream, especially where it has worn off due to messy/water play. We purchase Factor 50 sun cream for you so that we do not end up with numerous bottles to store. We request a voluntary donation of £5 per child to support the cost of this. Please either send in the donation in a named envelope to the office, or you may prefer to add it on to your next invoice payment. If you child has specific allergies, you may provide your own suncream. Please label it with your child's name and hand it in on arrival at Nursery for us to store.

Parent questionnaire responses

Thank you to all parents who answered our Parent Questionnaire, the survey is now closed. We had some very useful comments to reflect on and the Senior Leaders are already reflecting on how we can improve your experience here at Nursery further. Thank you for all the lovely supportive responses about our passionate, hardworking team.

Following our survey we have reflected on the following themes:

You said that our Chartwells lunch provision could be better……we will be exploring the possibility of changing providers but this will take time to look at changing contracts.

You said that parking is still an issue…….we do send regular reminders that our car park is only for staff between 8.30am and 4.15pm, including over lunch times. Most of our parents are respecting this, however senior staff do have to spend time reminding the public and some of our parents too. If you are using breakfast club before 8.30 and tea club after 4.15pm you are still welcome to park in our car park if there is a space. It is important that our staff can park so that they can start their shifts and be with the children. If you have a Blue Badge, you can request a Permit to use during the day. If you have a permit this is by agreement that you will use our car park safely, parking only in marked bays.

You said that you would like more feedback on your child's day……..we have worked hard on this since the last feedback and for each room have further developed:

- Discoverers and Explorers: notice boards with charts for you to check on sleep/ meals/ photos of main activities from the day. Class Dojo App (including children in photos where permission has been given). You will find the information for Discoverers inside the first room.
- Over 3's: Class Dojo App (including children in photos where permission has been given). Whiteboard updated by main door with our Core book/ Curriculum Coverage/ Forest school focus.
- We have also had feedback from tea club pick-ups regarding how this is organised and the feedback available. If your child stays on to tea club, the Key Carers and Teachers are unavailable for a verbal handover as they finish teaching at 4pm. The staff in tea club are able to give you some detail of your child's day, they are also able to pass on any key messages to or from your child's Key Carer. If you have any questions or information to share with your Key Carer they can be contacted via the office email for more detail or a call back.

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Staffing

We would like to welcome a few new members of staff to the team and also some staff back with us from maternity leave. Emma Brown and Jennifer Silcox join us as nursery assistants in Over 3's, Maria Wilson and Fozia Ahmed are supporting us with lunchtimes in the Overs. Lucy Gatford has joined our Under 3's team. Kelly Bachenhiemer and Sohini Kemp are joining our office team and Ginny Onturk and Tammy Gent have returned after their maternity leave. Photos of all our staff teams can be found on each noticeboard.

Emma Brown	Jennifer Silcox	Abida Mohammad	Maria Wilson	Fozia Ahmed
Kelly Bachenhiemer	Sohini Kemp	Lucy Gatford	Ginny Onturk	Tammy Gent

A plea from Over's tea club: Please could you clear all your child's belongings off the trolley as you collect them. If you have missing items, you are welcome to come inside to look for them. If items are named it is easier to track them down. There is now a lost property box by the main door for you to search for lost items. If items are not named they will be regularly cleared out for charity so please check for your lost items each day in the box.

Toys

Please keep all toys from home at home. They may get lost or broken by accident at nursery, causing children to be upset. Thank you for your support with this.

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Over 3's drop off and pick up reminders

We are kindly asking parents to please try to stick to the drop off and pick up times for the Overs. When we have lots of children arriving and going at different times it becomes very difficult for staff to be with the children in the nursery. We are a Nursery School with strong routines during the sessions which get disrupted if there is lots of coming and going.

Morning drop off: **9.00am**
Afternoon drop off: **1.00pm**
Please say goodbye to your child at the Over 3's door and encourage your child to walk in independently. Staff will support your child to settle.

Morning pick up: **11.50-12.00am**
Lunch pick up: **12.50-1.00pm**– We dismiss children finishing their sessions first, and then welcome in children starting their session.
Afternoon pick up: **3.20pm** (by arrangement with the Headteacher) – please wait outside the sliding doors and a nursery assistant will bring the children out to you at 3.20pm. Please note if you have chosen to collect early there will not be a key carer handover. If you arrive after 3.20pm your child will be dismissed at the usual 4.00pm time.
Afternoon pick up **4.00pm**

The pick ups above are from the sliding doors. At pick up times we will ask you to wait outside for your child as we use the foyer as a safe space for the groups waiting to be dismissed so please come with a coat/umbrella**.**
Staff will seat the children on the carpet and dismiss them from the main door. Should you wish to talk to your Key Carer at this point, please allow them to dismiss their group first and wait to talk to them after they have said goodbye to all their children. If you come to pick up at other times, staff will ask you to wait in the foyer for your child until the above times unless you have made a special request.

Tea club pick ups are from the foyer.

Please kindly use the buggy park for your pushchairs to keep our foyer clear in case of emergency.

Transition to school
If your child is moving onto Primary School this September, we have lots planned to help them with their transition. I am currently contacting their new schools to arrange for their new teachers to visit Nursery to play during their session and have a handover of information about your child. We will also run a 'Meet the teacher' event here on **Tuesday June 11th** at the end of the day, where your child will be invited to stay on after 4pm and their new teachers will be invited to join them in the garden. The cohort of children moving on are going to many different schools so as we make arrangements, your Key Carer will let you know when your child's new teacher is visiting- either during the session or the Garden Meet the teacher event or both.

At Horsham Nursery we realise this is a huge step for your child. We tend to wait until nearer the end of the term to talk about it with the children as it is such a long way off and children can become anxious about it. Going to 'big school' can be a scary phrase for some children so we try not to say this. In the second half of term we introduce the

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idea gently, looking at photos of the new schools and adding uniforms into the dressing up box. Our aim is for the children to be really confident and independent in this setting and to enjoy their last term here with us!

Poetry competition

Congratulations to all the children in Overs who took part in the Young Writers Poetry Competition. Katie will be giving out the Certificates over the next few days. Well done to every child who took part!

If you have any questions or need any further information, please do get in touch.

Best wishes,

Liz Mellor
Headteacher

KEY DATES FOR THIS TERM:

Dates		Overs	Explorers and Discoverers
Friday 26th April	Bookings open for May Holiday club	✓	
Monday 6th May, Monday 27th May,	Bank holidays: Whole Nursery closed	✓	✓
Friday 3rd May	Deadline for bookings for May Holiday club	✓	
Tuesday 28th May-Friday 31st June	Overs closed, Holiday club open	✓	
Tuesday 11th June	Meet the Teacher event for children transitioning to school. We will send you invitations if your child's new teacher is attending.	✓	
Monday 17th June	Bookings open for Summer Holiday club	✓	
Saturday 22nd June 10.30-12.00am	Horsham Nursery School Family Open Day	✓	✓
Monday 24th June – Friday 28th June	Music Week	✓	✓
Tuesday 18th and Thursday 20th June	Over 3's parent consultations These will be for children staying on at nursery next year. For children starting school in September 2024, written reports will be given out from 8th July.	✓	
Friday 27th June	Deadline for bookings for Summer Holiday club	✓	
Wc 1st July	Stay and Play sessions- come along to play for the first half hour of the day. For Overs tea club come from 5pm to play- book in a day with the tea club staff.	✓	✓
Wc 15th July	Summer Parties for children	✓	✓
Tuesday 23rd July	Last day of term for Overs	✓	
July/ August by arrangement	Under 3's Parent Consultations		✓
INSET DAYS for 2024-2025:	Monday 2nd September 2024 Friday 25th October 2024 Monday 6th January 2025 Tuesday 22nd April 2025 Monday 2nd June 2025	✓	✓

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