



Nottingham Nursery School & Training Centre

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Executive Head: Amanda Dawson

Head of School: Laura Patel

Dear parents/ carers,

As you are included in a group that can start to access nursery again, we would like to offer your child a part time place, starting from Monday 22nd June. Whilst we will do everything in our power to minimise risks and enable social distancing when the children are in nursery, we must be both honest and realistic. The Government state: "We know that, unlike older children and adults, early years children cannot be expected to remain 2 metres apart from each other and staff." I hope that parents will appreciate my honesty when I say that whilst we will try our best to support social distancing, we cannot guarantee that the children remain socially distant from their friends during session time at nursery. We will do our best to minimise and limit contact and will be taking many necessary steps to support this. Our full risk assessment is on the website and a paper copy is available on request.

How can I help my child to be ready?

- ④ Teach your child how to wash their hands properly
- ④ Try to get back to regular meal times, if snacking has become a habit!
- ④ Tell your child that you will be saying goodbye at the door and not entering the room yourself
- ④ Encourage your child to go to sleep and wake up at regular times
- ④ Choose old, comfortable clothes for playing outside in all weathers

Key Information

- ④ School will open at 8.45am and all children must be present by 9.15am for the morning session. Afternoon session is 12.30 and all children must be present by 1.00.
- ④ On arrival, a member of the office staff will let you in the building and sign the register for you. There will be marked 2m distances should you need to wait.
- ④ Only one adult will be allowed to access nursery and should you wish to discuss anything, it is by appointment only or please phone when off site.
- ④ There is no waiting on site, please walk straight through to door 2 – staff will show you the route.
- ④ Exit through the side car park gate. This is a one way system to allow for social distancing.
- ④ Your child will be asked to wash their hands on arrival and throughout the session.
- ④ Group sizes have been reduced and it won't always be your child's usual practitioners.
- ④ We won't be delivering our usual timetable but will continue to meet the needs of individual children.
- ④ Children will not be taking things home from nursery and we ask that you leave any toys, etc. at home.
- ④ Shared areas and surfaces will be cleaned regularly.
- ④ We have reduced the amount of equipment in provision, no free flow between rooms and will use the outdoor space as much as possible.



- ④ Your child does not need to wear uniform but should be dressed appropriately with a coat and sensible shoes as we will go outside and to forest garden, whatever the weather.
- ④ You can collect your child from 11.30 onwards but the session will finish promptly at 11.45. Afternoon session you can collect your child from 3.15 – 3.30.
- ④ The home time procedure will be the same as the morning.

In the possible event of us needing to contact you, if your child becomes unwell or if they have an accident, we will require current contact details of someone who will be able to pick up your child immediately. If your child or anyone in your family begins to display any of the Coronavirus symptoms- a persistent dry cough and/ or a temperature- then they MUST NOT be in school. We will refuse entry to the site if symptoms are evident. Please share with us any information on illness / COVID testing and we also share this information with you. We may need to share your details with Public Health England for “COVID track and trace” should anyone have a positive test result.

Unfortunately, in the possible event of Government guidance changes or members of staff contracting the illness, we may have to reduce the number of places available. We will then need to prioritise to whom we give these places. Obviously, we would inform you as soon as possible if this situation were to arise.

Thank you in advance for understanding the need for us as a school to set such clear and precise guidelines. Please do not hesitate to phone with any questions or concerns,

Laura Patel

Head of School

