



Mrs C Mortimer Headteacher
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 Date: 7.07.16

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Dear Parents and Carers,

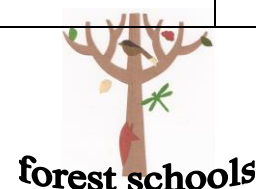
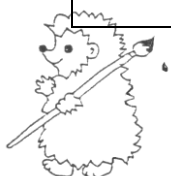
Following the consultation earlier this term, the Governing Body have approved the move to three hour educational sessions for all children who attend Hadfield Nursery School. The timings and format of the sessions **from September** is laid out below:

Morning session 8.30-11.30am:

8.30-8.50am Flexible drop off period with self-registration on arrival (with key worker using a name card system)	8.50am Doors close. All children have arrived. Formal registration in group. Key worker group activities.	9.20-11.00 Child-initiated activities, indoors and outdoors	11.00-11.20am Final group time	11.20-11.30am Doors open for collection of children. Please note all morning children must be collected by 11.30
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Afternoon session: 12.40-3.40pm

12.40-1.00pm Flexible drop off period with self-registration on arrival (with key worker using a name card system)	1.00pm Doors close. All children have arrived. Formal registration in group. Key worker group activities.	1.30-3.10pm Child-initiated activities, indoors and outdoors	3.10-3.30pm Final group time	3.30-3.40pm Doors open for collection of children. Please note all afternoon children must be collected by 3.40pm
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From September all lunchtime provision will become 'paid for' childcare provision, but the cost has been kept as low as possible, at a total of £4 (consisting of £2 for the cooked meal provided by Derbyshire County Council and £2 childcare costs), payable separately.

Lunchtime session:

Children attending the morning session will be taken to lunch by the lunchtime supervisors.

If they are **not** staying for the afternoon session as part of their childcare, they should be collected at **12.30pm** prompt.

Children arriving for lunch before the afternoon session arrive at **11.35am**.

Lunchtime summary:

Morning children	11.30	12.30
8.30-11.30 session	Collected from group by lunchtime supervisors	Collected from nursery by parents/carers
Afternoon children	11.35	12.40
12.40-3.40pm session	Arrive for lunch, handover to lunchtime supervisors	Self-registration with key worker, supported by lunchtime supervisors

If you wish to access the lunchtime provision in September, please indicate your choices on the slip attached and return to the office as soon as possible. Childcare payments are made one month in advance.

If you have any questions about the above information, please do not hesitate to come and talk with me.

Yours sincerely,

Cheryl Mortimer

Mrs C Mortimer
Headteacher



Lunchtime childcare request

Child's name

I would like the following lunches:

Monday	Tuesday	Wednesday	Thursday	Friday

I understand that the childcare element of the lunchtime provision (£2) is payable one month in advance and subject to childcare contract conditions (available on request).

Signed (Parent/Carer)

Please return this form by **Tuesday 19th July** if you require lunches in September.

Thank you

