



DARELL PRIMARY AND NURSERY SCHOOL

Niton Road, Richmond, Surrey, TW9 4LH

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Dear parents and carers,

Thank you for welcoming us so warmly this week into your gardens and local green spaces. We recognise that you have had to take on a lot of new information about Nursery life and so listed below are our main requests:

- ❖ Please drop off and collect your child promptly. Nursery hours are **09:00 – 12:00** for the morning session and **12:00 – 3:00** for the afternoon session. The gate on Darell Road is locked 10 minutes after the start and finish of each session.
- ❖ Always tell a member of the Nursery staff if your child is being collected by someone different. It is Nursery policy NOT to let a child go home with an adult or sibling that is unfamiliar to members of staff.
- ❖ Please provide your child with a named bottle of water, (no juice or milk), that they can open and close by themselves.
- ❖ Please provide a set of spare clothes (not uniform) to stay on your child's peg.
- ❖ Please **label all items of uniform – jumpers go missing very quickly!**
- ❖ Please provide your child with a suitable coat for playing outside – one that they can begin to put on and take off by themselves and with a **loop** for hanging up. Here is the link to copy into your browser for the 'tip and flip' method:
<https://www.youtube.com/watch?v=gW3qWw0AtOc>
- ❖ Please understand that paint, sand, water and the mud kitchen are available every day and all are very popular! The children are encouraged to wear aprons inside but clothes do get marked and not all paint colours are removable. Your child will not come home looking the same as they came in and this is an indication of a good day's play!
- ❖ Ensure your child can arrange his/her clothes to go to the toilet independently, (no belts or buttons on trousers), and that he/she has suitable footwear for running and climbing outside.
- ❖ Please read all letters from the school and the Nursery. These will be sent by email unless you have requested a paper copy.
- ❖ Term time dates for the whole of the academic year are on the website and the Nursery information board.
- ❖ We ask for a donation of up to £5.00 each half term to cover additional costs, such as sand soil and ingredients for playdough. A pot for donations will be put outside.



- ❖ Scooters, pushchairs and bikes can be left at the front entrance of the school. Please be aware that the main gate is always open and staff take no responsibility for property left there.
- ❖ Staffing is as follows: qualified teachers, Monday = Emma Claridge, Tuesday - Friday = Corinne Thomas; teaching support, Monday – Friday = Geri Cox. Geri is to be known by her first name whilst Corinne and Emma are known by their surname, which is Mrs Thomas and Mrs Claridge.
- ❖ Whilst Nursery is not compulsory, we believe you have made a commitment to your child's education and to Darell Nursery, and regular attendance is expected. We require a letter in advance should your child be absent for a long period of time and a phone call on the day of any sickness. If a child has frequent and extended periods of absence then their place may be withdrawn.
- ❖ Because of Covid-19, please take note of the following protocols:
 - Parents come into the Nursery outside area when settling their child. Parents are not allowed inside Nursery but are welcome to remain in the outside space until they are ready to leave their child
 - Children and parents will use the hand sanitiser outside when they arrive
 - At pick-up, parents remain in the Nursery outside area and wait for their child to come out of Nursery
 - If you wish to speak to a member of the nursery staff, please wait until all children have been dismissed

Finally, because of building work in the infant playground, scooters, bikes or pushchairs can only be left at the front entrance of the school. Please be aware that the main gate is always open and staff take no responsibility for property left there.

We are looking forward to the term ahead, to watching your child settle in, begin to build friendships and explore and enjoy their new environment. We want this first stage of your child's journey through their school life to be really positive so please share with us any of your concerns, queries or joy!

Kind regards,

Corinne Thomas, Emma Claridge, Geri Cox

REMEMBER YOUR CHILD'S NURSERY TIMINGS:
MORNING SESSION 9 – 12
AFTERNOON SESSION 12 – 3
FULL-TIME SESSION 9 – 3

