



Greenfield Primary School

Excellence and Enjoyment for All

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Headteacher: Mr B Storey, B.A.Hons

13th September 2024

Dear Parent/Carer

It is lovely to be back at Nursery after the summer break. We have missed the children, and we are very proud of how well they have done coming back in.

Welcome to our new children and parents. We are having a wonderful first week getting to know each other. We will be sending some photos home of your child in their first few days with us so that you can get a snapshot of some of the activities your child has particularly enjoyed. Please feel free to ask any questions at drop-off and pick-up time. Our staff are more than happy to pass on anything you would like to know.

On most days in Nursery, your child will work with myself (Rebecca) the Nursery Manager, Sarah, our Deputy Manager and Charlotte our teaching assistant. This information is good to know as your child may wish to talk about their teachers at home. Many of you will also know Katie our teaching assistant who is currently on maternity leave. She and her baby girl are doing well, and Charlotte will be covering Katie's maternity leave.

The children look very smart in their uniforms. Please make sure you label everything, especially coats, jumpers and cardigans. Please ensure your child has a set of spare clothes in a labelled bag on their peg. Spare clothes can be any clothes, they do not need to be uniform. We do have a stock of spares, but if your child is sent home in Nursery clothes, please wash and return them so that we do not run out!

Every child needs a water bottle with their name on it at Nursery. If your child has been with us for some time, we advise that you provide them with a new water bottle as we have had to throw away the old bottles during our deep clean over the summer. We suggest that your child's bottle stays at Nursery as we wash and refill them daily but understand if you wish for your child to take their bottle home, please remember to bring them in every day.

If your child wears nappies you must send enough in each day. These must also be kept in a named bag on their peg with wipes and nappy sacks. We do not have space to keep a large stock at Nursery so please ensure you check your child's bag daily to see if anything needs replenishing.

Please note, dinner money is due on the first day of the week your child has a school dinner. Each school dinner costs £2.90. Alternatively, you can top up a higher amount of your choice. Once your details are put onto ParentMail, you will be notified, and any dinner money payments can be made following these steps:

- Log into ParentMail
- Click on Menu
- Click on Accounts
- Click on School Dinners
- Click on Top up
- Add your top up amount
- Click on Add to basket
- Follow the payment instruction



You will get a reminder when you need to top up your account again. If you fall behind with dinner money payments, you will be asked to bring your child with a packed lunch the following week.

Please may I remind all parents that we are a nut-free school, and no items containing nuts should be sent into Nursery, including in packed lunches.

Please remember Nursery fees are also due on the first day of the week your child attends. This is only applicable to children who are not yet eligible for government funding or attend Nursery for more hours than they are eligible for.

To pay your child's Nursery fees using ParentMail

- Log into ParentMail
- Click on the menu
- Click on payments
- (if the item you are wanting is not there please click on the shopping trolley icon at the bottom of the screen and the item will appear.)
- Click on the item and follow the payment instructions
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If you fall into arrears with Nursery fees, you may be asked to keep your child at home for all hours that are not grant funded.

Please send your child with a weatherproof coat every day. We want them to be able to take advantage of our outdoor area as much as possible and appropriate clothing makes this possible. Wellies are also ideal, if you bring your child's wellies in they can be kept by their peg. Please label wellies and all items of uniform including shoes. In hot weather, we also request for your child to be sent in with a sunhat and suncream in their bag. Ideally, we could do with a bottle of suncream to be left in Nursery for your child as we are unable to use any other suncream on each child in case of allergies.

This half term we will begin by learning through the theme 'All about me' and 'Colours'. We will also spend time getting to know each other and teach/remind the children of expectations for looking after our classroom. We will also create some family portraits. The older children will begin some phase 1 phonics sessions in small groups with me.

Please note there is a 20 minute/ half hour window in our timetable for dropping off/picking up your child at the beginning and end of the day. You can come any time between 8:30-8:50am and 3:00-3:30pm. If for any reason you need to pick up or collect your child outside of these times, please use the main entrance to sign your child in/out.

We will begin to add photographs to the Nursery tab of our school website once the children are settled, as a talking point for you with your child, and allow you to see their work displayed and areas they enjoy learning, especially in the period whilst you are unable to come into Nursery with your child.

We will also be using Tapestry which is an Online Learning Journal to track our children's' learning. We are in the process of adding new children to this, and when it is active we will send an email to the address you included within the Tapestry permission letter in your child's admission pack. This usually takes us a few weeks to get started as our priority at this time of year is settling the children. If you already have a tapestry parent account because your child was with us last year, you do not need to update or change anything.

Many thanks for your continued support.

Yours sincerely

Rebecca Mubiru
Nursery Manager – Acorns Class