



Baildon Church of England Primary School and Nursery

30th June 2020

Dear Parents

RE: Nursery Transition

Introduction

Whilst I expected this year to be different in light of the fact that I am leaving, I definitely did not expect to be communicating with you through letter rather than in person.

Thank you for choosing Baildon Church of England School which will always be very dear to me as I move into retirement. It is a 'people place' where everyone works together to support each other and to live out our vision recognising we are all part of God's family. In keeping with our motto, it is a place where we can all 'SOAR' together.

As we communicated in our letter of 11th June, staff have now prepared the presentation for you for our virtual meeting and this can be found at www.baildonce.co.uk – Parents and Pupils – Nursery Intake 2020. On reflection, we have decided to post out the packs at this stage so these have all gone in the post today. Please be advised that, even though we sent out the Reception packs using first class stamps, some of these did not arrive for three days so please be patient if the pack does not arrive immediately. If, however, you have not received the pack by the weekend, please email nursery2020@baildonce.co.uk and we will follow this up.

If you have any queries after watching the presentation or with any of the information in this letter or in your pack, please email them to nursery2020@baildonce.co.uk and we will produce a FAQ which we will email out to you.

Communication

The key to the success of any organisation is effective and clear communication and this is something which we are constantly trying to improve. The main line of communication is the weekly newsletter, which will be published on Fridays and is intended as a means of communicating news and upcoming events as well as celebrating the wide range of achievements and successes of our pupils and our school. Twitter is also used widely to share events and successes so, if you are not already following us, please check out [@baildonce](https://twitter.com/baildonce). We will also share with you a calendar of confirmed dates at the beginning of the year for useful events like Stay and Play, Christmas Nativity and Information Sessions. Staff will also liaise with you through their newsletter and various workshops throughout the year. It is generally very busy at the beginning of the day which makes it difficult to speak to parents at any length but there are always staff on hand to take note of important messages. If you wish to contact the teachers directly, please email office@baildonce.co.uk and they will respond to you when they get a chance.

The key to effective communication is also ensuring that we have the most up to date contact details so, please can we ask you to ensure that, if you change phone numbers etc., you inform the office. It is also important that school has the most up to date information about any medical conditions and allergies etc.

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so we ask that you complete the online form which we are introducing this year. **A link to this form will be emailed to you in due course.**

Nursery Sessions

In September 2020, we will be offering 5 different sessions:

Morning and Afternoon Sessions

- Morning sessions from 8.45am until 11.45am. Children **must** be collected at this time. Children not collected at 11.45 will be brought to the office which can be distressing for children as they do not know the office staff.
- Afternoon sessions from 12.15pm until 3.15pm. For safety reasons, we ask that parents arrive as near to 12.15pm as possible as we need to open the pedestrian gate and parents need to walk through the area where our younger children are out playing for lunchtime.

For these two options, there are no additional charges or costs involved.

2.5 day options:

- All day Monday, Tuesday 8.45am to 3.15pm and Wednesday morning (8.45am until 11.45am) Children need to bring a packed lunch on Monday and Tuesday or they can buy a school lunch priced at £1.20 per day. A charge of £2 will be levied per day to provide the additional cover supervision at lunchtime. This will be billed termly.
- Wednesday afternoon (12.15pm to 3.15pm) and all day Thursday and Friday (8.45am to 3.15pm) Children need to bring a packed lunch on Thursday and Friday or they can buy a school lunch priced at £1.20 per day. A charge of £2 will be levied per day to provide the additional cover supervision at lunchtime. This will be billed termly.

30 Hour Place

- Session is daily from 8.45am to 3.15pm Children need to bring a packed lunch every day or they can buy a school lunch priced at £1.20 a day. A charge of £2 will be levied per day to provide the additional cover supervision at lunchtime. This will be billed termly
- Regarding the 30 hours free childcare, everybody needs to complete a 30 hours parent Agreement Form or complete the reply slip to say they are only coming to our Nursery for 15 hours. Everybody has been sent a form with the offer, but there is another one in your pack if this has not been returned.

30 Hour Eligibility

Parents of 3 and 4 year olds will need to meet the following criteria in order to be eligible for 30 hours free childcare:

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You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work - or getting parental leave, sick leave or annual leave.
- each earning at least the National Minimum Wage or Living Wage for 16 hours a week - this is £125.28 if you're over 25.

This earnings limit does not apply if you're self-employed and started your business less than 12 months ago.

<https://www.childcarechoices.gov.uk/>

Money in School

Parents are advised that we are a cashless school- this link will take you straight to the login page:

<https://login.eduspot.co.uk/public/portal/parent/?app=schoolmoney&source=logout&version=20190314>

If you are logging in using the website address, please follow the link from the Virtual Office

<https://baildonce.co.uk/virtual-office/online-payment/>

Attendance and Punctuality

It is important that children attend as regularly as possible. In the past year we are delighted that this continued emphasis has brought about a rise in annual attendance. In case of absence parents are asked to inform the school by phone on the first day of absence before 9.30am (or 12.30 for afternoon nursery)

To tie in with Government regulations, holidays throughout school are only authorised in exceptional circumstances. Attendance is not compulsory for Nursery children but we do encourage you to start laying good foundations early.

Welfare

As a school, the welfare of the pupils is of paramount importance. It is important that you keep school informed of changes in circumstances that may affect behaviour or demeanour of a child. All information is treated confidentially but is vital so that we can support children.

We do have a number of staff who work closely with families on a range of issues so please ask!

Safety on and Around the Site including Safe Parking Practices

Parents are reminded that children are not allowed on school equipment such as the Jungle Trail or the equipment outside Nursery before and after school. Parking around school is limited and we do ask that you observe the no parking areas in zig zags, on corners and that you do not park across driveways. Parents are not allowed to park in the school grounds unless they have a parking permit which can be obtained from school for special circumstances.

Please take considerable care on the roads and pavements around school as they become very congested and unfortunately, despite numerous pleas, a small minority of parents regularly speed and can be inconsiderate in their parking practices.

Meals, Milk and Snacks

Whilst children from Reception to Year 6 have three choice of meals, we have found that for Nursery children it is better to provide just one choice every day. Over the course of year, the kitchen will respond to the needs and tastes of the children and amend the offer in line with their evaluation. Food will be nutritionally balanced and will consist of a meal and a desert. The Government free fruit scheme for all

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children in Early Years and Key Stage 1 has just finished but is receiving much publicity and we are unsure if it will be reinstated but we will keep you updated on this.

Milk is free to all children in Nursery.

Please note that we are a nutfree school so please take care that any food in packed lunches has no traces of nut.

Uniform

Children are not expected to wear school uniform in Nursery but parents sometimes choose to purchase sweat shirts. Please can we ask everyone to **label all items** of school clothing/ shoes/ bags etc. There are lots of messy activities in Nursery so please do not send children in clothes that you are not happy that may get dirty!

Uniform is available from Whittakers in Shipley who have taken over Henry Smiths. Due to the pandemic, they are currently implementing an appointment system for parents who want to have face to face contact but they also have an online service. Full details of their service will be available in the pack of information. Uniform can also be purchased online from Tesco (My uniform).

Dogs On The Premises

Dogs, with the exception of Guide Dogs, are not permitted **anywhere on the premises**- please make sure that all dogs are outside the **external gates** at both entrances.

Smoke Free School

Parents are advised that, as with all public buildings, Baildon Church of England School, including all grounds, is a smoke free school. **This also applies to E cigarettes.**

PTFA

All parents are eligible to be members and we urge you to get involved. The PTFA run a number of activities including Discos, Bun Sales and Fairs. Funds raised are used for a wide range of things including supporting trips, running the minibus, and buying equipment for school

Starting Dates

As stated in our letter of 11th June, there is still a huge degree of uncertainty as to what guidance will be given to us regarding the opening of schools in September, but we have been promised this guidance this week. You will be aware that, school is due to open to pupils on 3rd September. However, we need to make you aware of the fact that we will definitely not be opening properly to Nursery children **until 14th September at the earliest** to facilitate 'home calls' and hopefully, should the updated guidance from the government enable us to do so, opportunities for children to visit **the setting with parents in the week of 7th September** as we are conscious that many children will not be familiar with the setting at all. Once we open, we will also have a period of shorter sessions etc. to support children settling in and adjusting to the new routines but, unfortunately, at this moment in time, we cannot confirm further details of these.

Finally

Seven years ago, I started my Headship at Baildon and Mrs Savage was Deputy with me for a year and helped me get to know the school and the families. I am delighted that she is coming back to continue her career in Baildon Church of England and I know that the school will continue to grow and strengthen

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under her leadership. You and your family are now joining a very special family, the Baildon family and, to tie in with our biblical quote, I wish you every happiness and success as you start this very special journey.

For the lord says I have plans for you...plans to give you hope and a future.

Yours sincerely

Mrs Mary Connor
Headteacher

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