



Newsletter - September 2024

Dear Parents and Carers

Welcome to the first Newsletter of the new school year. It has been a busy couple of weeks and by this Friday, most of our children will have started with us. We welcome back 30 children and families who were with us last year and 78 new children and families join us.

Each month, you will receive a Newsletter with updates and information for you, this is in addition to other updates that you will receive from the office. Communication will get sent to you via Teachers 2 Parents, so please make sure you are checking regularly and making a note of important matters and dates.

Below are some important dates for your calendar, please do note them and we will also ensure our website is up to date. Please note, as a maintained Surrey school, we operate term time only and follow Surrey's term dates. To access these on Surrey County Council website - click here¹.

If at any time you need to talk to your child's key person, or a member of staff, do let us know. However, please note, your child's key person may not be able to talk to you at drop off and pick up, as they are in ratios and with the children, but we can make arrangements for a mutually convenient time. Alternatively, email the office admin@dorking.surrey.sch.uk or call us on 01306 882397 and leave a message for the member of staff.

Don't forget to follow us on social media - Facebook, Twitter and Instagram - you can search for us @dorkingnurseryschool.

"One year ago a parent recommended me this nursery and I am so happy for everything you have done for my child and for me".



Attendance at school is really important and we will follow up on all absences. If you know your child will not be in for any reason, please call and let the office know dates of absence and reason. We will always ask the specific reason for absence, so that we can monitor any contagious or infectious illnesses that we need to let others know about. This is to safeguard everyone, so please do not be offended if we ask.

We follow all guidance from the NHS, Department for Education and UKHSA (UK Health Security Agency) for incubation periods and illnesses.

"It is usually appropriate for parents and carers to send their children to school with mild respiratory illnesses. This would include general cold symptoms: a minor cough, runny nose or sore throat. However, children should not be sent to school if they have a temperature of 38°C or above".

We would encourage all parents to read the following guidance from the NHS; NHS 'Is my child too ill for school?' guidance²

It is also our policy not to allow children to attend nursery if they have been given Calpol, Ibruprofen or similar over the counter medicine as this could mask symptoms and temperatures. We can also only administer prescription medicines. You will need to complete a form in the office if your child

¹<https://www.surreycc.gov.uk/schools-and-learning/schools/term-dates#year2023>

²<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

needs to be given prescription medicine. We require children to remain off nursery following episodes of vomiting and diarrhoea for 48 hours to avoid the spread of any illnesses.

Important reminders

Bags - please do not send your child to nursery with **any** foods or drink in their bag. We provide all snacks and water/milk is available. This is because some children have specific allergies and it is not unusual for a 3 year old to accidentally go into the bag of another child. Please help us to safeguard all children.

Parking - there is no onsite parking at Dorking Nursery School unless you have requested and been issued with a parking permit. Permits are allocated to parents and/or children with specific needs and disabilities.

For those parents who have been issued with a permit, there is no guarantee of a space at any time, you may have to be patient and wait. These are not to be used as parking for accessing Dorking town centre. If you have a permit, they are for drop off and pick up only.

There is no parking at Pets Corner or in the residents parking spaces opposite at any time.

Dogs - we have a number of children who have fears of dogs as well as some who are allergic to dogs. For this reason, we do not allow dogs on the premises at any time, other than supported assistance dogs.

Mobile phones - please remember that no telephones can be used in the classrooms at any time. This is to safeguard both children and parents. We will also not hand over children to parents at pick up times if they are talking on their telephones or messaging.

Additional sessions - lots of parents in our 2-3s and 3-5s nursery have been asking about lunch and additional sessions. Please be patient with us, as our focus is to settle in the children into their core sessions first. This is their morning or afternoon session. Once children are settled we will look to extend sessions, however, this will also depend on staffing levels and ratios. It is also our policy that children who are not settled in their core session, do not do extended sessions or stay for lunch, so this will be a decision made in liaison with your child's key person. You are welcome to express an interest with the office for a later date, but this will be led by your child and your child's key person.

Donations - all parents have been sent a link to School Money, which is our secure system for payments. Please note we are cashless. We ask for a £10 termly donation to the school to help with the cost of providing snacks, Forest School, resources for making play dough etc - this has been entered into every child's School Money account so do please check there and make the payment at the start of each term if you are able to.

Payments for extended sessions, lunches and late pick ups - Once your child is staying for longer sessions, all payments for sessions, lunches, etc are shared through School Money. Please make this payment promptly. You can pay through the School Money App or you can pay via childcare vouchers, government vouchers or bacs. If you make a payment using your voucher scheme or bacs, do let the office know so they can amend your fees owed in School Money.

Change of address/telephone numbers - please keep us updated if you move house or contact numbers change. We need to be able to get hold of you in an emergency, so please do let us know if your details change, this includes email addresses, residential addresses and telephone numbers.

End of session times - there have been many occasions recently where parents and carers have been significantly late to collect their child without reason. Staff are either on breaks, allocated to do a lunch duty or attend meetings as soon as sessions end, therefore, late arrival at the end of sessions does have an impact on the smooth running of the school. If your child has previously been at a day care setting, you may not be used to this specific collection time, so please do make sure you know the end time for your child's session. It is also very distressing for your child if they feel they are the last one to be collected. Other settings charge a late collection fee which we currently do not, however, this may be a charge we need to enforce if this continues. Thank you in advance for your cooperation with this.

Tissues - we kindly ask for a donation of a box of tissues to help our supplies.

Code of conduct - as a Surrey County Council Maintained School, we need to ensure that Dorking Nursery School remains a safe place for children, staff and the community. Please note that abusive or threatening behaviour will not be tolerated and this could result in such persons being barred from the site.

Communication about lunches - if your child stays for lunch with us, we will inform you about what your child has eaten if they have struggled, or not eaten much. Assume your child has eaten if you do not get any feedback. Due to the large numbers of children we have each day at pick up time, it is not possible to provide individual feedback, therefore, this will only be given if necessary. Our school meal provider - Zebedees provide a varied and healthy lunch menu. To view the current menu visit their website and select the option for 'lunch menu'³.

Clothing - please can we kindly ask that clothes are named so that if taken off, we can return them to your child.

Declaration forms - if your child is in a funded entitlement place with us, either 2 year old FEET/working entitlement or 3/4 year old universal/working entitlement, then please ensure you have signed your declaration form at the office so that we can claim your funding.

Fees - Due to the increased costs incurred on us by our suppliers and local authority staffing costs, our fees are reviewed annually and increased to ensure that we are covering our costs. A full breakdown of the fees for this academic year are on the website⁴ and have increased slightly if you were with us last year.

³<https://zebedees.co.uk/our-food>

⁴<https://www.dorkingnurseryschool.co.uk/page/?title=Admissions&pid=16>



"Everything has been amazing and the staff are incredible. Our child has thrived here and it was the best choice we could have ever made".

Settling in your child

We do appreciate that settling in your child can be an anxious time for all. It is important that you work closely with your child's key person to manage this process as smoothly as you can.

There is no firm policy or rule for settling in children, and our catch phrase is often 'slow and steady wins the race'. We will go at the pace of your child and what is right for them. Do not worry if your child is taking longer than another, and most importantly, do not worry if another child or parent is doing something different to yours. Each settling in process is as unique as your child.

"Lovely to see updates of my daughter on Tapestry each month, such wonderful activities she has taken part in which have enabled her to develop and progress".

Tapestry accounts

If you have not done so already, do set up your Tapestry account. A secure link will have been sent to you using the email address you provided to us. Once a month some photos and observations will be added to this by your child's key person. This is a great way to see what your child is interested in at

nursery and to spark up a conversation with them about their learning. If your child has come from a different early years setting, you may have been used to a different system or had more frequent updates. Our priority is our interactions and teaching with your child, hence our decision to send you monthly updates.

If you have not yet accessed or set up your account, please do so. The email may have gone into your junk accounts, so do check there.

It is wonderful to know that parents have seen the posts, so please do this by either commenting on the post or 'liking' it with the 'thumbs up'. Please feel free to add photos from home too! We love to see them.



"I have been pleased with the level of feedback about my child through detailed tapestry posts and informative parent meetings".

Key dates

Friday 25th October - INSET Day - Nursery Closed

Monday 28th - Friday 1st November - Half term, Dorking Nursery School closed

Monday 11th - Friday 15th November - Nursery Rhyme Week - more information to follow

Friday 15th November - Children in Need - wear spots and bring a donation for the local foodbank - more information to follow.

Thursday 12th December - Christmas Jumper Day - all children (and staff) to wear Christmas Jumpers in aid of Save the Children

Monday 16th December - 3-5s Festive Sing a long *save the date, exact timings to be clarified in November

Tuesday 17th December - 2-3s Festive Sing a long and Party day *save the date, exact timings to be clarified in November

Wednesday 18th December - 3-5s Party day *save the date, exact timings to be clarified in November

Thursday 19th December - SEND class Festive Sing a long and Party day *save the date, exact timings to be clarified in November

Friday 20th December - Pyjama Day - all children (and staff) to wear PJs for the day and last day of term

Monday 23rd December - Friday 3rd January 2025 - Christmas holidays, Dorking Nursery School closed

Monday 6th January 2025 - First day of the spring term

Wednesday 15th January 2025 - School Admissions Application for September 2025

More dates and news can be found on our website ⁵ or on our Facebook Page⁶ or Instagram @dorkingnurseryschool

We follow Surrey County Council term dates, to view these please visit the Surrey Website⁷.

INSET Days for 2024-25- Dorking Nursery School closed:-

- Friday 25th October 2024
- Friday 14th February 2025
- Friday 20th June 2025

Last day of term in summer 2025:-

- Wednesday 16th July 2025

⁵<https://www.dorkingnurseryschool.co.uk/>

⁶<https://www.facebook.com/dorkingnurseryschool>

⁷<https://www.surreycc.gov.uk/schools-and-learning/schools/term-dates#year2021>



"Could not ask for anything better to be honest. The DNS team rocks".

Final note

Finally, thank you for all your continued support! If you have any comments, questions or queries, please contact the office.

Regards

Donna

Executive Headteacher



Eco-Schools
2024 - 2025

