



## Newsletter - January 2025

Dear Parents and Carers

Happy New Year! I hope everyone had a wonderful Christmas and enjoyed the break with your children and families.

**Cold weather** - We have returned this January to some very chilly temperatures. I sent information out last week about what to do in the event of an Emergency Closure due to the weather. This is always a last resort for us, but do ensure we have your correct details on our email system so that messages get to you quickly. I will also update our social media sites and website with any updates.

Even in these cold temperatures, we continue to offer outdoor learning to our children as this is an important part of our curriculum, so do make sure your child is suitably dressed for

the weather, not only a warm coat, but hats, scarves and gloves are also a good idea. Please name all items so they do not get lost.

**Parking** - Please can I remind parents and carers that our parking spaces are only for families with a permit that has been issued or those with a blue badge. There are a number of parents who are parking to drop off and pick up. We do not have the capacity for all families to do this and parents are told this when offered a place with us. Therefore, can I kindly ask that this is respected and local car parks are used instead so I can prioritise our spaces for those families who need it.

**Term dates** - Please also note the holiday closures at the end of the term and Surrey term dates, to access these on Surrey County Council website - [click here](#)<sup>1</sup>.

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](mailto: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](#).

### **Staffing update**

We welcome new staff this term! As you know, El and Angie left us at Christmas and we wish them well in their new endeavours. We welcome four new staff to their roles this term!

**Lisa** has been part of our teaching team in the 3-5s for two years and is our new SENCo. For any families wanting to contact Lisa her working days are currently Monday to Thursday and she can be contacted on the [senco@dorking.surrey.sch.uk](mailto:senco@dorking.surrey.sch.uk) email address.

**Kayleigh** joined our team in November as a Nursery Assistant and has moved into the role of key person in the 3-5s class from this term. Kayleigh is a qualified early years practitioner and is looking forward to getting to know the families she is supporting this term. I have written separately to parents to let them know if they have had a change of key person and who this is.

Finally, we welcome **Lucy**! Lucy was a parent at Dorking Nursery a few years ago and has replaced Angie working in our servery alongside Rita. Welcome to the role Lucy!

Many of you will know **Chris** who also works at the URC. Chris is working with us part time as our Handyman.

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

I am sure you will join me in welcoming our new team members - photos of our new members are below so that you can put a name to a face! (Images below!)

**Monika**, who many of you will know as she has worked across the school for many years, will be leaving us at February half term to take up a role in a school in Tadworth.





**Declaration forms** - if you have not already done so, do pop into the office to sign your declaration form. This is a statutory requirement for any parent/carer to sign if your child is accessing their funded entitlement with us. We are not able to claim the funding without

this. Please come to the office to sign this if you have not already done so. This has to be done termly.

**Termly donation** - you may have seen a £10 termly donation on your School Money account. This is a voluntary contribution to enable us to provide enhancements to our curriculum. This includes all breakfasts and snacks, Woodland and Forest School snacks, resources to make playdough and other sensory activities and much more. If you are able to make this donation, we are really grateful.

**Fees for lunches and extended/additional sessions** - if your child has lunch with us or additional sessions, your accounts will have been updated until half term. As per the terms and conditions, we ask for payment in advance of any sessions taken as we have to ensure the appropriate staffing is in place and order meals in advance.

**Food in children's bags** - we have had a number of cases recently where food has been found inside the children's bags. Please can we remind you that no food should come into school in bags at all. We have a number of children who have severe allergies, and this could cause a child to be ill if they find food.

**Collection at the end of the session** - 3-5s parents, please note that staff will not send children to their parents at home time if they are on their mobile phones, either talking or scrolling on the screen. If that is the case, you will be asked to put your telephone away prior to your child being sent you.

### **Attendance**

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?' guidance<sup>2</sup>

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

It is also our policy not to allow children to attend nursery if they have been given Calpol, Ibuprofen 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 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.

**Dorking Gala** - thank you again to everyone who contributed in some way to the Dorking Gala. We raised over £400 towards resources for the children. It was a fabulous day and a great atmosphere.



### **Admissions for September 2025**

We are currently processing our applications for September 2025. You do not need to complete another form if your child is currently with us.

If you know someone born between 1st September 2021 and 31st August 2023, do encourage them to apply for a place at Dorking Nursery School for a September 2025 start, again by the deadline of 15th January 2025. Application forms can be completed online using the link here.<sup>3</sup>

**If your child is due to start Primary School in September 2025**, applications also have to be completed by the 15th January date. If you need any help to complete the application form,

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<sup>3</sup><https://forms.office.com/pages/responsepage.aspx?id=BwH0XB5GrEaGxSxoF9V1xqbffSpWKWpGnr9nNFmyHnxUOTQ4TIdaOEplV0ExNzhHVUVKTzIJMkE1WiQIQCN0PWcu&route=shorturl>

please do not hesitate to ask. For our families with children with high needs, do check with us if you need to complete a mainstream application or if your child will be admitted through the SEND route.

### **Parent Meetings**

All families will be invited to attend a parent meeting either with their key person or with the SENCo and their key person this term, either parent/carer can attend, it does not need both. Invitations for meetings will go out 2 weeks prior to the meeting via our online booking system. Dates and times are extremely limited, so we ask that you make every attempt to do the days/times offered as we have organised cover in the classroom as we may not be able to find an alternative.

### **Tapestry**

If you have not done so already, do check your Tapestry account regularly. You will have had an update in December with all the amazing festive activities your child did! 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.

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. Your next update should be posted by the end of the month!

### **Key dates**

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

Week beginning **20th January 2025** - 3-5s Forest School Adventures (parents will have been emailed with the specific date for their child)

Week beginning **10th February 2025** - 2-3s Woodland Adventures (parents will be emailed with the specific date for their child)

**Friday 14th February 2025** - INSET Day - Nursery Closed

Week beginning **17th February - 21st February** - Half term, Nursery Closed

**Monday 24th February 2025** - Term starts

Week beginning **3rd March 2025** - World Book Week

Week beginning **24th March 2025** - Mums and Grandmas Week - more information to follow

Week beginning **24th March 2025** - 3-5s Forest School Adventures

**Friday 4th April 2025** - Last day of term for Easter

More dates and news can be found on our website <sup>4</sup> or on our Facebook Page<sup>5</sup> or Instagram @dorkingnurseryschool

We follow Surrey County Council term dates, to view these please visit the Surrey Website<sup>6</sup>.

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

- Friday 14th February 2025
- Friday 20th June 2025

**Last day of term in summer 2025:-**

- Wednesday 16th July 2025

**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



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<sup>4</sup><https://www.dorkingnurseryschool.co.uk/>

<sup>5</sup><https://www.facebook.com/dorkingnurseryschool>

<sup>6</sup><https://www.surreycc.gov.uk/schools-and-learning/schools/term-dates#year2021>



