



Head Teacher: Maria Maslin, BA, MA (Ed)

Battle Abbey Preparatory School
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Dear Parents and Carers

I trust you are well and safe during these uncertain times. The Mulberry is unusually quiet without the happy echo of children playing and singing and we are looking forward to begin to welcome you back to Nursery on a phased return:

Phase 1: 1st June (**date subject to Government approval**): Oaks class (3-4 year olds)

Phase 2: Acorns class (2-3 year olds)

Phase 3: Little Squirrels class (3months-2 years)

Phase 4: New starters

The dates for Phases 2 -4 are to be advised once Phase 1 is complete and settled.

To try and reduce the risks we are updating all risk assessments and procedures to follow the latest Government guidelines which will include the following principals:

We will not be accepting parents or visitors into the Mulberry and it will be for the Nursery's sole use.

Our day will run from 09:00 to 16:00 inclusive. To reduce social interaction these will be our only session times. Please socially distance when you drop off and collect with only 1 adult per child. Please do not attend if you are unwell and showing Covid-19 symptoms.

The children and staff will be divided into small groups for each day to try and reduce interactions as social distancing isn't possible in this age range. We will try to keep friends together and with key workers where possible; please note some staff are shielding so will not be returning immediately.

There will be lots of hand washing and increased environmental professional cleaning.

All handovers and collections will take place outside the Mulberry; children will need to separate from their parent whilst the staff and parent still socially distance.

No unwell children are to attend and we will not be administering medications such as Calpol, ibuprofen and antibiotics.

Uniform is optional as clean clothes must be worn to each session.

Please do not allow children to bring in toys or comforters from home; no soft toys or furnishings are allowed within the nursery and only easily washable resources can be used.

Upon arrival children will deposit their lunch box onto the trolley and enter the Mulberry to wash their hands. Please note that our kitchen is closed so sufficient snacks and lunch must be provided each day.

Once our full policies and procedures for re-opening have been finalised and agreed by our Board of Governors we will share them with you. If required I can also offer the opportunity discuss your child's return with me via a booked telephone appointment.

Phase 1 returners: Oaks class only Many of you have decided to wait until September or later this term which is fine, however if you are considering returning to nursery for the final half term please let me know by Monday 25th May with your preferred days so that we can complete our planning.

Once we are authorised to reopen children we will accept changes and new Phase 1 returners on a fortnightly basis, for example, 1 June, 15th June, 29th June etc. We will keep Phases 2-4 updated with our progress and plans as they develop; thank you for your understanding.

Thank you for your patience in these unsettling times and whilst we establish a new way of opening our nursery. Although the nursery environment is going to look very different, our staff are still the same and we are aiming for this to be a positive experience whilst also following the safety guidelines.

Please also be aware that the nursery office/phone may not always be manned so please communicate via email. If urgent please use the prep email which is monitored throughout the nursery opening hours and they can contact the nursery staff directly.

prep@battleabbeysschool.com

All best wishes

Teresa Rapley

Head of Early Years

Battle Abbey School Nursery

Please note we have removed the fee for snack/lunch from our fees this term:

	9am-4pm each day:	
Summer term 2020 Charge	Usual Charge	
Full Day – Unfunded	£47.00	£42.00
Term Time		
Full Day – 15 Hours	£29.00	£24.00
Full Day – 30 Hours	£11.00	£6.00
50 Weeks		
Full Day – 15 Hours	£33.50	£28.50
Full Day – 30 Hours	£20.00	£15.00