



Reopening

18/05/2020

Dear Parent,

As of June 1st, 2020, Langham Pre-School will be reopening. The government and the DFE have set out guidelines for us to achieve this. The measures include reducing the flow of children throughout the day and reduced session size. For the Pre-school to achieve this we are offering **(child name)** the following sessions.

This will be reviewed on a regular basis and any changes made will be notified via email.

(sessions offered)

Please read the guidelines below to enable **(child's name)** to attend safely. These measures are in place for families and staff safety/wellbeing.

When dropping off/collecting:

- This will be done at the garden gate. **Only one parent.** Please wait two meters away and form a queue. You will then be called forward to collect/drop your child. If your child sees you at collection time, we ask you to not pick them up from over the fence. Please tell your child that they must wait to be called by a staff member before coming to you. This is to ensure all children are safeguarded and signed out appropriately, (preschool staff will be signing children in/out).
- If your child is in nappies please bring a supply (as well as wipes) and leave at the bottom of the lunch trolley, these must be in a bag clearly labelled.
- Comforters are to be left at pre-school for the duration (these will be sterilised by us on a regular basis).
- We would like to see parents start picking the children up from 2:20pm so it becomes more staggered.
- Throughout this period, we would encourage you to drop/collect and leave immediately, if you have any questions/concerns about anything, we ask that these discussions be done via phone, you are welcome to call at any time and your keyworker will speak with you.
- Please bring a packed lunch in a disposable bag, e.g. a large sandwich bag or a small carrier bag (clearly labelled). This is to be placed on the lunch trolley outside, staff will bring in once children are on site. No cutlery, flasks, or Tupperware are to be bought in from home. All lunches/wrappers etc will be disposed of on site.
- Please bring your child an individual snack just for them for the morning in a sealed disposable bag (Clearly labelled).
- A water bottle (Clearly labelled).
- Please do not bring your child's book bag at the present time, as we cannot send any books home.
- A change of clothes in a bag clearly labelled. (This will be kept at pre-school unless used).
- A pair of slippers to change into when entering the building (Clearly labelled).
- Please **do not** bring any toys from home into the setting.
- Please apply **all day sunscreen protection** before your child attends. Sunhats must be worn.

- **If your child or anyone in your house becomes unwell please do not send your child, you must inform us of any illness to anyone in your household. If we deem a child unwell, you will be contacted to collect your child immediately.** If your child is not attending their session, please inform us by 9am, as we need to monitor attendance.
- **The Pre-school will not be administering any medications to children prescribed or otherwise.**
- We ask that you start talking to children about the importance of staff needing to wear masks on drop-offs and collections. We understand that this may frighten younger children and therefore face masks will be removed once all children are in the setting.
- It is advised that when you return home, you remove your child's clothing and shower/bath them immediately.

Langham pre-school reserves the right to close the pre-school without notice if we have any cases of Covid, or we feel the children's/staff safety is being put at risk.

We would like to thank you all for your support in these uncertain times. All guidelines we ask you to follow are for the wellbeing of you, your families, and staff within our setting.

I _____ (Parent name) accept the sessions/conditions of attendance allocated to
 _____ (Child's name)

I **will be/not** be attending on the given sessions (please circle)

Signed _____ Parent signature.

Date _____

Langham pre-school will not accept irregular attendance of any child. We will not accept children who only wish to attend sporadically. (As set out in the government guidelines)

Please return by 29/05/2020