



Headteacher: Mrs R Lee

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September Pre School Starters

Dear Parents and Carers,

We would like to extend a very warm welcome to the new **Hartford Infant and Pre School**.

Our aim is for Pre School to be a warm, welcoming, and safe space for all the children where they can flourish, play and develop in their own way. We hope we can help them to settle quickly with us in the next few weeks.

We realise the new term is nearly upon us and want to reassure you lots is happening behind the scenes to be prepared including the recruitment of staff, preparing policies (that will be shared with you) and preparing a welcoming environment for your child to begin their learning journey with us.

We are happy to introduce **Karen Childerley** as the **Pre School Manager** and **Évã Kadar** as **Deputy Manager**, they are keen to get started and looking forward to meeting all the children and their families. The Pre School is a part of the infant school and there are strong links with the **Early Years Leader Mrs Jo Eagle** who teaches children in the Reception classes.

Karen and Évã will be contacting you on **Monday 6th September** in the afternoon, regarding arranging a **home visit**. We hope to organise these for next week (**Tuesday 7th – Friday 10th September**) between **9.00am-3.00pm**. These visits will give the staff the opportunity to begin to get to know your child and you and to answer any questions you may have ahead of your child starting the pre school the following week.

Some main dates and times:

Tuesday 7 th September	Phone calls
Monday 13 th September	Term Starts

Morning sessions	9.00am – 12.00pm	Healthy snack need	
Afternoon sessions	9.00am – 3.00pm		Healthy packed lunch needed
All day sessions	12.00pm – 3.00pm	Healthy snack need	Healthy packed lunch needed

If your child is in **nappies**, please provide a couple of nappies and wipes for each session.

Please come to the **front playground** on your child's first day at **9.00am**, staff will come out and greet your child.

Your child will be allocated a **keyworker** who will be responsible for helping your child to settle, to work together with you to ensure Pre School meets your child's unique needs and to liaise with you regarding their learning and development. We will inform you of whom that person will be once your child starts at the setting.

Please send your child with a **named bag** with a couple of changes of spare clothes including underwear.

A **clearly named water bottle** for *each* session they are in. We would like a pair of **welly boots** that can be left at Pre School but realise you may need time to source these if this is a problem at all please speak to staff.

Please send your child to each session in **weather appropriate clothes**, we will be spending time outside so i.e. a hat for sunny days or a warm or waterproof coat on cold or rainy days!

We are looking forward to meeting you and beginning our journey together at Hartford Infant and Pre School!

Best Wishes

The Preschool Team



"Our aim is to provide high standards of teaching and learning in an environment where each child is valued as an individual and encouraged to achieve his or her potential."

