



Little Cherries Newsletter

Sunday 27th October

Dear Parent /Carers,

During this last week staff have been very busy transferring and setting up our resources in the mobile classrooms. While setting up we have foreseen that for things to run smoothly and safely there will need to be some changes to our current systems and practices.

Gate and entry to classrooms

For the first day or two staff will be directing you to the new classrooms.

The gates that lead to our mobile classrooms are also the entry point for the reception class children. Reception class children arrive from 8.50am - 9am with the gates normally being locked at 9am. We ask that you wait at the first gate and do not enter until a member of our staff is located at the gate to allow you in. There are, in total, three gated sections to access which may be a little difficult with prams and buggies. Please be mindful that this is going to be a busy access point.

For security purposes the main gate that leads to our classrooms will now be locked from 9.15am. Staff will man the gate at drop off and pick up times. If access is required outside of these times you will be required to contact us using your mobile phone. (07725951619)

There is a small flight of steps and a ramp which allows access to the classrooms. Please be aware of the potential risk with small children and the steps.

Cloakrooms/coatpegs

Due to the restricted space within the cloakroom area we ask that pushchairs/prams are not brought into the building. We also ask that any bags containing spare clothing, nappies and footwear, which is placed on their coat peg, is not too big, is clearly named and is taken home daily. **Can we also remind you that no food items should be placed in their bags.**

Toilets

The toilets are bigger than those we are use too, however steps and toilet trainer seats will be provided along with staff to support children ifrequired.

Other information

To maintain our security levels during picking up time, we ask that if you need to speak to a member of staff or a staff member needs to speak to you, this will be done once the majority of children have left the building. As there is no office space within this area we will seek to access appropriate space for those discussions of a confidential nature.

Risk assessments and fire drill procedures have been revised. Over the next two weeks we will be practicing our revised fire drill procedures with the children

I am aware that there may be a few teething problems over the first few day. Please let us know if you have any concerns or observations.

On request staff will be happy to show you the areas that we will be operating from.

Best Wishes
Anita Yates
Manager