

# Welcome to



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Registered Charity Number 900218

## **About this booklet**

This booklet is designed to guide parents through their first days at Pre-school. Although we refer to parents throughout the booklet, this term includes all carers. It was written by a parent and our senior staff.

If you feel that any information is missing from this booklet, please contact the Manager, or a member of the committee. It is important that the booklet evolves as Pre-school continues to develop.

Last updated: June 2017

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## Welcome

Welcome to St Andrew's Pre-school - we look forward to getting to know you and your child. As you are aware, when we offer you a place at Pre-school, you will receive notices about the new parents' induction session. This takes place at Pre-school as a separate session. It is a good way to meet other families, staff and committee and to ask any questions that you may have about Pre-school.

### Starting Pre-school

Our Pre-school Administrator will telephone or e-mail you to let you know when a place at the Pre-school becomes available for your child. When you have accepted a place, please discuss introductory visits with the Manager.

### Visiting Pre-school

We encourage children to visit Pre-school with a parent during the half term before they officially join Pre-school. This helps them to become familiar with the staff and their surroundings, as well as getting used to the routine. We find that these visits help to make the transition to Pre-school as straightforward as possible, even with very shy children. It is also a good opportunity for you to meet other Pre-school parents and their children.

When you visit the Pre-school for any reason, please write your name in the visitors' book, and sign out as you leave. For security reasons we need to know the number of adults and children onsite at any time.

### First days

Children require a varying amount of support when they start Pre-school. You are very welcome to stay for some time during your child's initial sessions. Please feel free to discuss any concerns you may have with the Manager or Deputy.

### Term dates

Our term dates generally reflect the dates used by local schools.

We display our term dates on the main notice board in the front hall, as well as on our website and in the newsletters sent out each half term.

### Other dates

There are often email notifications as well as notices in the front hall to advertise fund raising events, social outings and other dates.

Please come along to the various social and fund raising events. They are great fun and it is a good way of meeting the parents of your child's new friends, as well as making new friends of your own.

## Bringing your child to Pre-school

This section of the booklet takes you through what you might need to know about starting Pre-school.

### Clothes

Although we provide aprons for painting, please dress children in older clothing to avoid possible staining by glue and paint.

Remember to bring warm outdoor clothes and wellington boots in the winter. Please also bring wet weather clothing for your child throughout the year so that they can splash in puddles and enjoy our water play.

We sell a selection of sweatshirts, t-shirts and sun hats, printed with the St Andrew's logo, in a range of colours and sizes. Any profit made goes towards buying new equipment. Details will be made available to families within our Autumn Newsletter.

**ALL GARMENTS SHOULD BE CLEARLY MARKED WITH YOUR CHILD'S NAME.**

**Timing**

You are welcome to come into the front hall to read the notices and to look at library books with your child when you arrive.

**Coat hooks**

When you arrive at St Andrew's church hall, please use the front door (which opens into the small hall). On your left are the toilets and coat hooks. Your child has a numbered peg so please leave any bags containing clothing in here. There is a cloakroom list on the cloakroom door with the names and numbers. This number may change as your child moves up the register.

**\*\*Please do not leave items such as inhalers, other medication, or sun cream in your child's bag.\*\***

We have a coat rail in the main hall for you to leave coats or anything that your child may need during the session.

**Welcome table**

As you come into the main hall, there is an interest table displaying articles and books related to the current topic as well as the letter, number and colour of the week cards.

**Welcome and Settling in**

At 9.15 am, a member of staff will invite you into the main hall. It is then time to "listen for the silence" with your child. During the silence, verbal notices are given by staff, or committee members.

Before you say goodbye, please take your child to the carpet for a short welcome and 'show and tell' chat with the staff. The children will then join their Key Person for a short group activity before free play. If your child is not ready for you to leave, you are welcome to sit with them for the start of the session (although obviously, the aim is that soon you will be able to leave them at the same time as the other parents). If you are worried about anything, please talk to the Manager, Deputy, or your child's Key Person.

**Prior incident forms**

If your child has had an accident at home before coming to Pre-school, please ask a member of staff for a Prior Incident form. It is very important that staff are informed about all but the most minor grazes. The form is very simple, confidential and ensures that the information is available to all staff.

## Contact details

It is vital that Pre-school has up-to-date contact details for all children; otherwise, we will not be able to contact you in an emergency.

**\*\*Please make sure that you update your contact details whenever they change (especially contact telephone numbers for home, work and alternative carers).\*\***

## Email correspondence

We ask for email addresses so that invoices, receipts, newsletters and notices can be sent directly to you.

## Manager's notebook

If someone else is collecting your child from Pre-school, please ensure that you write this in the Manager's notebook (on the table just inside the main hall). It is an Ofsted requirement that we have this information to ensure that children leave Pre-school with an authorised adult. We ask you to set up a password with us so that if anyone else is collecting your child, they will need to give the password to the member of staff signing the children out before we allow your child to leave. We recommend that if another adult regularly collects your child from Pre-school, you record this information on your child's **Personal Detail Form**. We will not allow your child to leave with another adult if we have not been notified beforehand.

## Snacks

We ask you to bring a piece of fruit or carbohydrate snack e.g. rice cakes or breadsticks (nut and sesame free) each day that your child is at Pre-school. These snacks are shared at snack time. All carbohydrate snacks must be in the original, sealed packaging so that we can check ingredients and use by dates.

## Notice boards

There are several notice boards and folders in the front hall, including the following information:

- **Timetable** Detailed outline of a typical day.
- **Help rota** Detailing your assigned parent help sessions.
- **Early Learning Goals** An explanation of the Early Learning Goals for Pre-school and ways in which we hope to achieve them. Please see the Pre-school curriculum and the Newsletter issued every half term.
- **Ofsted report** We display a copy of the most recent report.
- **Events** Details of any social or fundraising events planned.
- **Weekly board** Current notices and reminders.

## Library books

We display part of the Pre-school library on a rack in the front hall each morning. Please encourage your child to choose a book to borrow. When you have chosen a book, write it in the borrowing book.

We suggest that you to borrow one or two books at a time, leaving a good number behind for others to choose. Please keep books for as long as you wish, although we encourage you to bring them back at the end of each half term.

### **Security**

We close and lock the front door and close the gate across the car park at approximately 9:30 am. On Monday, Tuesday and Wednesday afternoons, the front door is re-locked once all morning children have gone home and for the duration of the afternoon session.

### **A typical Pre-school morning session**

We plan each Pre-school session around the current theme and children's interests. Sessions always include equipment for more physical activity (e.g. climbing frame, trampoline). Session planning also ensures that, over the term, children have a chance to use the full range of equipment and try out a wide assortment of art and craft resources.

The children are encouraged to use the pictures on the self-selection board to choose activities for the afternoon, or for the next session.

The tables in the main hall are set up as follows:

<b>Red</b>	Art activities
<b>Blue</b>	Construction and small world
<b>Yellow</b>	Tactile and malleable activities, such as play dough and clay
<b>Orange</b>	Activities to encourage dexterity, numeracy and literacy skills.
<b>Green</b>	Craft

Most sessions follow the basic routine shown below. Timings are flexible and depend upon whether it is a full day session, or a part day session.

1. Short whole group show and tell time.
2. Key group time, planned by Key Person.

Before Key Group time begins, the children put up their name cards. The cards are red rectangles, blue diamonds, yellow squares, orange triangles and green circles, denoting which table your child sits at for snack time. When all names are put up in Key groups, there will be a mixture of shapes and colours on each board.

3. Free play - We have an open door policy. The children choose to play either inside or outside.
4. "Five minutes left to do all the things you want to do" (bell rung by a child)
5. Tidy up time (bell rung by a child).
6. Book time, circle time and calling the register.
7. Hand washing
8. Snack time

9. Group activities such as singing, dancing games, parachute.

10. Story time

During the summer and on warmer days, we move many activities outside.

### **Letter/Number/Colour of the Week**

The children enjoy bringing in items from home. We talk about these items during Key Group time and/or snack time.

Each week we study a different number, letter and colour (details on the newsletters).

Week 1: A, 1 and red

Week 2: B, 2....

Week 3: C, 3....

We look at the whole alphabet but only use numbers up to 20. We suggest that the children bring in items related to the letter/number/colour such as - B - ball, balloon, bell etc. The children will place their possessions into the coloured boxes during Key Group time.

We talk about letter sounds, how we write each letter and which words relate to the letter.

We look at how numbers relate to our lives, for example, our age, house number and the time of day. The children enjoy bringing in small objects to count.

### **Free play**

During free play, each member of staff supervises a different area of play. Staff are there to help the children but will direct their activities only as necessary; it's important for each child to take initiative and where possible make their own decisions.

### **Tidy-up time**

At this time the children, staff and parent helpers all join to tidy up the activities in preparation for snack time. We ring a 'Five minute bell' to remind the children that it is nearly time to finish free play in case there is something that they wish to do before the session moves on.

### **Book and circle time**

After the children have finished tidying up, they are invited to sit on the carpet with the adult leading the session. The register is taken at this time.

### **The Weather Board**

Sometimes at Key group time or circle time, we talk about the days of the week, the months of the year, the season and what the weather is like. The children help to complete the weatherboard.

### **Snack time**

The children sit with their colour groups for snack time. The colour of your child's name card shows the group. Tablecloths also match the cards. Staff take it in turns to sit at the different tables each week.

We help the children to pour themselves a drink of milk, or water. The member of staff nominates a child to count how many people there are in the group as well as passing round the snack. We provide a wide range of snacks and the children have a choice. There is always fruit and a carbohydrate snack.

Some children enjoy bringing a special snack to celebrate their birthday. Please let our Pre-school Assistant know in advance if you would like to bring in a snack for a special occasion.

**\*\*Please make sure that you tell the Manager of any allergies, or suspected allergies that your child has. We will ensure that they avoid the problem foods.\*\***

We enjoy chatting together at snack time. These small groups allow less confident children to join in the discussion.

### Group activities

Sometimes the children are split into two age related groups for the rest of the morning. Activities vary, but generally run as follows:

- **Music and Movement** - The children enjoy singing at Pre-school and they love dancing to a wide range of music. They also like to play musical games such as, 'The farmer's in his den'.
- **Physical Activities** - Using our parachutes, or fun exercises!

### Splitting the group

After music and singing time, the group is split between those staying for the afternoon session and those going home before lunch. Those staying for lunch usually go outside for a short time at this point and those going home will have story time.

### Story time

The children sit on one of the carpets to listen to a story, often chosen from the library and related to the current topic. When the story is over, each staff member in turn says, 'Good Afternoon' to the children, who respond. The children then wait while the Manager or member of staff collects the parents from the other hall.

### Personal belongings

Any personal belongings such as jumpers or items bought in for 'show and tell' are put in the coloured boxes to co-ordinate with the colour of the child's name card. Please collect items from the boxes at the end of the session. **Please regularly check the boxes as well as the lost property box in the cloakroom.**

### Birthdays

We have a 'Birthday Tree' displaying 'apples' with all the birthdays in the current month. Each child receives a card and a book from Pre-school on their birthday. Parents may wish to provide small cakes or biscuits on the day. **We would point out however that some Pre-school children are vegetarian while others have allergies. Please check with the Pre-school Assistant, or other member of staff when buying biscuits, or small cakes for birthdays.**

### Collecting your child

If someone else is collecting your child, please ensure that you complete the Manager's notebook. We will not release a child to another adult unless we know beforehand and a password is used.

In the event of an emergency, please telephone Pre-school (0118 9462147). We will make sure that your child understands that you will be late. We are legally obliged to inform Social Services if a parent is more than 30 minutes late to collect a child.



### Collecting your child from the carpet

When the session has finished, a member of staff will come out to the front hall to tell you what we have been doing during the session. You will then be invited in to the main hall to collect your child.

**Please do not call or beckon your child to leave the carpet and go to you.** We explain to the children that they should not leave the carpet until you go over to collect them.

Please have a look in the front hall to see if your child has made anything.

Each child has a plastic wallet for their art and craft. The wallets are displayed in first name alphabetical order. We will put any artwork into your child's folder on the table in the front hall when it is dry, or if you have forgotten to take it home. Please remove artwork from the folder and leave the empty folder in the box.

Please also remember to check the coat hooks at the end of each session

### Our Staff

We have extremely hard working and dedicated team at St Andrew's Pre-school. The majority of our staff team are qualified with either NNEB and NVQ3 (both highly respected qualifications in Early Years education).

The staff meet as a whole each month to plan themes and discuss craft ideas for the coming term. We also do some more detailed planning at the end of each week. As well as providing activities chosen by the children for some areas in the setting we provide activities to suit each child's needs, interests and stage of development.

### Curriculum and educational programme

St Andrew's Pre-school will aim to help children make progress in the **seven areas of learning** that make up the Early Years Foundation Stage. The EYFS ends at the end of the child's reception year. We adapt the Curriculum, when appropriate, to meet the needs of children with special needs.

The ways in which each unique child engages with other people and their environment are the:

#### **Characteristics of Effective Learning -**

**Playing and exploring.**

**Active learning.**

**Creativity and critical thinking.**

The Characteristics of Effective Learning and the Prime and Specific Areas of learning and Development are interconnected.

The **Prime** areas begin to develop quickly in response to relationships and experiences. They run through and support learning in all other areas. The Prime areas continue to be fundamental throughout the EYFS.

**Personal, social and emotional development:** The focus is on encouraging children to play and co-operate with each other in a group situation. They are encouraged to work independently and to show initiative. We accomplish this by various activities, such as individual craft and group games. It is important to remember that each child is an individual.

**Communication and language:** At an early age, children should be encouraged to develop their understanding of English, with regard to both vocabulary and comprehension. Children are encouraged to both talk and listen to others at group time. We use songs, stories and role-play to develop communication skills.

**Physical development:** This area concentrates on the children's physical development - their co-ordination and use of space and apparatus. Children will be encouraged to take part in games and to play outdoors when the weather permits. Simple everyday games such as running, jumping, cycling, ball games and dancing are all examples of how physical development will be encouraged. Physical development also involves fine motor skills, using tools such as pencils, brushes, tweezers and scissors.

**The Specific areas include essential skills and knowledge. They grow out of the Prime areas and provide important contexts for learning.**

**Literacy:** This area concentrates on Reading and Writing. Children are encouraged to take part in mark making activities and to give meaning to the marks as they draw, write and paint. Story time and rhyme time help to develop the skills needed to learn to read. Children have favourite stories and soon become aware of the way that stories are structured and they enjoy repeating words or phrases from familiar narratives.

**Mathematics:** This is an integral part of child-centred play and will become a foundation for school mathematics. Through play, such factors as time, volume, weight, shapes and numbers are discovered. The 'play shop', for example, encourages children to think about money. Various counting games, such as Ludo, help to encourage basic mathematics.

**Understanding the world:** Children are encouraged to think and learn about their immediate environment and from there to talk about experiences further afield, such as day trips and holidays. Each term we aim to link a variety of topics from different cultures and countries into our theme of the week. Basic scientific knowledge is also covered in this section.

**Expressive Arts and Design:** This incorporates many things, craft, music, dancing, stories and imaginative play. The children will be guided and encouraged to use their own creativity.

### **Special educational needs (SEN)**

Pre-school aims to welcome and provide appropriate learning opportunities for all children and to have regard to the DfES Code of Practice on the Identification and Assessment of Special Educational Needs. We ensure that all children have the same entitlement to a broad-based curriculum irrespective of their special educational needs. Our Pre-school details and 'Local Offer' can be found at:

<http://servicesguide.reading.gov.uk/kb5/reading/directory/home.page>

### **Progression through Pre-school**

We monitor the progress of children using a Key Person scheme. Each child is a member of a Key Group with children of similar age and ability. These are led by a designated member of staff - this member of staff is your child's Key Person.

We observe and record your child's progress at Pre-school using 'Tapestry', an online journal which is available for you to view and contribute to. It helps us to establish where he/she is in the natural progression and stages of development that most children go through during their Pre-school years. We work closely with our families and share information about your child's development.

We ask parents to complete a termly update form. This includes details such as your child's favourite character and any special events happening in their lives. This information helps us to plan activities for your child.

### **Key Groups**

These are groups of about 8-9 children of similar age and ability. They are organised by a Key Person who observes and records the progress of each child in the group. Group activities often take place on a one to one basis with the child's Key Person, but we also work together in small groups. This format works well in assessing the child's individual progress and development. We have five Key groups.

Smaller groups help to build confidence. Children find it easier to speak up in a small group and have the benefit of having the Key Person on a one-to-one basis.

### **Reports, Learning Journey and Parents' evening**

Each child has a Learning Journal, which has become an online tracking document, regularly updated by the Key staff. Parents are given individual password access to enable you to view your child's Learning Journal. We encourage you to look at and contribute to your child's Learning Journey online regularly and to chat to your child's Key Person, or the Manager whenever you would like to. The tracking system that we use is called 'Tapestry'. An ideal time to chat to the member of staff is when you are a parent helper. Please make sure that you arrange this in advance to ensure that your child's Key Person is available.

We hold an annual parents evening, or parent consultation session during the Spring term. This is another good opportunity to discuss your child's progress. For those moving on to school, we also discuss the transition process with parents. It is a good time to ask any questions, or discuss any concerns that you may have about your child. Reports are written and sent out during the Summer term.

### **Pre-school Plus**

Our afternoon sessions run as our Pre-school Plus sessions. We have a separate 'Pre-school Plus' information leaflet.

### **Leaving Pre-school**

When it is time for your child to leave Pre-school, please make sure that you inform the Manager and Administrator as soon as possible. This enables our Administrator to assign new places and give extra sessions for current Pre-school children.

**\*\*If you wish to permanently remove your child from Pre-school at any time, please write to the Manager, giving a full term's notice. Failure to do so will result in fees being charged. Please refer to our Withdrawal Policy for more details\*\***

### **How is Pre-school funded and run?**

Pre-school is a charity and a non-profit making organisation. We are run by the staff and a management and fundraising committee of parents.

### **Funding and fees**

Through the Government and Reading Borough Council, funding is currently available for some 2 year olds and all 3 and 4 year-olds. Government funding is available for 38 weeks a year.

In line with other Pre-schools within our area, we operate additional fee-paying elements to our timetable.

Free Early Years Entitlement (FEYE) funding can be used for 2.5 hours per session. For example, if a child attends a morning session totalling 3 hours (9.15 am to 12.15 pm), 2.5 hours are paid for via the FEYE, and 0.5 hours **will be charged** to the parent/carer.

Your child's funding can be shared between St. Andrew's Pre-school and any other nursery setting that your child attends. **\*\*St. Andrew's Pre-school does not issue refunds if it is necessary to close in case of emergency, such as snow, no water or no heating.\*\***

Please refer to our website for more details about our fees. For further information, please contact our Pre-school Administrator - [administrator@standrewspreschoolcaversham.onmicrosoft.com](mailto:administrator@standrewspreschoolcaversham.onmicrosoft.com)

### **Voluntary Contributions**

St. Andrew's Pre-school suggests a small voluntary contribution per term to further enhance the Pre-School environment and equipment.

### **Fund raising**

Any other Pre-school costs, such as maintenance and replacement of toys and equipment are met through fund-raising activities. The main newsletter, published every half term, will give details of events. It is essential that parents support these activities and we assure you that they are always very enjoyable and an excellent way to get to know other families.

### **The Committee**

St. Andrew's Pre-school is run by a Management Committee drawn from and elected by the parents at the Annual General Meeting, which is held each May. At the AGM, financial accounts are presented and policies reviewed. The Committee consists of the Chair, Co-Chair, Personnel Officer, Secretary, Treasurer, Administrator, Manager and Events Co-ordinator. We also have Friends of Committee who assist with other tasks.

The Committee hold monthly meetings and cover the day-to-day management of Pre-school. The Committee is responsible for setting and collecting fees, staff salaries, fundraising and many other activities to support the staff. Fundraising is an essential role of the Committee and all members are encouraged to give their support.

The Committee aims to represent the views of all Pre-school parents. We need to hear from you in order to represent you. Please contact a committee member (see notice board for current names) if you have any suggestions, concerns, or if you would like to help.

If you enjoy being part of a small team and would like to take an active role in the running of your Pre-school, please contact the Chair, or other committee member for further details. Joining the Committee is a good way to have a say in the way your Pre-school develops; it is also a good way of getting to know the other parents. We hold our AGM in the Spring when we elect new members, so please show your interest before then.

### **Parent helpers**

Parent helpers are a vital part of our Pre-school. We rely on the contribution of a parent helper at each session to provide additional support for activities and to prepare and clear away the children's snacks.

Parent help is also an essential route for providing assistance with preparation for activities and for the maintenance and repair of equipment. Parent helpers are managed by our Pre-school Assistant whilst onsite.

Parent help is a great way to participate in your child's Pre-school experience, get to know other parents/families and talk to your child's Key Person. All Pre-school families are required to perform parent help duties unless there are extenuating circumstances affecting their ability to do so. Please note that it is not possible for parent helpers to be accompanied by non-Pre-school siblings.

### **Rota principles and procedure**

1. Parent help may be performed by either of the Pre-schooler's parents, a grandparent or other proxy adult e.g. a nanny/child minder.
2. One parent helper will be scheduled for each Pre-school session. Parents arrange their own sessions using our online Parent help tool.
3. Unless special circumstances apply, parents with younger siblings not at Pre-school will still be required to undertake their quota of parent help sessions. For further details please refer to the Parent Help Policy, as may be amended from time to time.
4. Parents will be required to use the online parent help tool to choose their parent help duties. Parents with multiple siblings attending Pre-school are referred to the Parent Help Policy regarding total number of sessions they are to undertake.
5. It is the responsibility of those scheduled on the rota to arrange cover or swap parent help sessions if, for whatever reason, they become unavailable for that date.
6. Families must inform the Pre-school of any changes in contact details. Please ensure both the Pre-school Manager/Deputy Manager and Parent Help Rota Administrator are notified of changes.
7. No parent helpers will be scheduled on the following days:
  - Inset days
  - Pre-school outing
  - Christmas party
  - Polling days (Pre-school closed)

### **Helping at Pre-school**

When helping, please try to arrive a little earlier than the normal start of session time to help staff set up the equipment. At the start of the session our parent helper carries out a number of small tasks including setting up the snack trays, completing a part of the daily risk assessment and preparing drinks for the adults. They also check all lunch boxes to ensure that items are correctly prepared - for example grapes and sausages have been cut up lengthways). **For safety reasons, we do not allow hot drinks in the main room at any time.** At other times during the session, please come and play with the children and get involved with the morning activities.

Don't worry about remembering exactly what to do as there is a simple guide at Pre-school and the staff will let you know what needs to be done.

**\*\*Please do not take any children to the toilet\*\***

Parent helpers can usefully help in almost all aspects of a session, but they must not take any child, other than their own, to the toilet. Ofsted insist that only adults who are DBS checked may take a child to the toilet. This is to protect you as well as the children.

Please make sure that you familiarise yourself with our **Safeguarding Policy** and **Cameras and Mobile Devices Policy** before your first parent helper duty. You will be asked to place your phone in a pocket in the main hall for the duration of the session. Emergency calls can be received. Please ask a member of staff where it is best to use your phone.

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**Questions and Answers**

We have compiled a short list of common questions and their answers.

**My child is not fully toilet trained - what do I do?**

If your child is not fully toilet trained, then you should discuss this with the Manager or Deputy. Some children visit, or start Pre-school in trainer pants. If your child is going to start Pre-school in trainer pants please give your child's Key Person a small supply of spares in a bag.

If your child is out of nappies but not confident with a toilet yet, don't worry - Pre-school has a potty and also special trainer seats for the toilets. Please provide named spare clothes for your child and leave them on your child's peg in the cloakroom.

**My child loves Pre-school, how do I get more sessions?**

If you would like more Pre-school sessions, please speak to the Manager, Deputy, or Administrator for more details to see if any sessions are available. Now that normally only have an annual intake, we rarely have the opportunity to increase morning sessions after the sessions at Pre-school have been allocated. We do have some flexibility with afternoon sessions. If your child is going to be with us for two years, you will have priority for the second year.

**My child has been ill, when can he/she return to Pre-school?**

In general, children may attend Pre-school as soon as the chance of passing the illness on has gone. **Please do not send your child back to Pre-school for a full 48 hours after any sickness.** If you are unsure, please ring and speak to a member of staff. **Please phone us on the day that your child is absent.**

**Infectious diseases (e.g. Chicken Pox)**

Children should not attend Pre-school until the danger of passing the illness on is over. Please inform the Pre-school as soon as possible, so that we can let other parents know.

**Fever, sickness and diarrhoea**

Please do not bring your child to Pre-school if they have had a high temperature, vomited, or had diarrhoea within the last **48** hours.

**What can I bring in for my child's birthday?**

Some children enjoy bringing in either biscuits or cakes as a special snack on their birthday. If you are going to bring food into Pre-school, please make sure that it is **nut and sesame-free**. There are also children with other allergies and vegetarian children.

The staff can advise you on the most suitable foods bring in.

**Please note - we are also a 'Kiwi fruit free' Pre-school as the number of national cases of Anaphylactic shock have increased dramatically over the last few years.**

If you want to provide a specific snack for your child's birthday, please chat to our Pre-school Assistant.

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**We hope that you have found this document useful and informative. Please do talk to your child's Key Person or the Pre-school Manager at any time if you have questions, suggestions, or concerns.**

**Thank you very much for reading this document.**

**We look forward to spending time with you all.**

**Hilary Coome - Manager.**