ST MARGARET CLITHEROW ROMAN CATHOLIC PRIMARY SCHOOL
Monkswood Lane (off Monkswood Way) Stevenage Herts SG2 8QJ

Headteacher:
Carmela Puccio BA (Hons)

Tel: 01438 352863
Website: www.clitherow.herts.sch.uk
Email: admin@clitherow.herts.sch.uk

Dear Parents/Carers,

Welcome to Nursery Class! It has been wonderful to meet many of you this week and we look forward to working in partnership with you over this year.

Mrs Hurley will be your child's class teacher in the mornings this year, together with our EYFS Practitioners, Mrs Hayllar and Ms Cameron. If your child is staying for the afternoon session, Miss Brassington will be their teacher, with Ms Cameron as EYFS Practitioner. We thought it would be useful to give you an overview below of some of the daily and weekly routines that are being introduced to the children, together with an outline of the curriculum areas that we will be covering this year!

Morning Drop-off
The school day starts at 8.45am. Please could children bring named book bags each morning. The school book bag is ideal, rather than backpacks, as it will be needed for the children to bring home a book of their choice to share, any school letters and creations that they wish to take home. It can also be used to keep a spare pair of pants and joggers in the event of a toilet accident.

Pick up procedures – keeping everyone safe
Pick up after the morning session will be from the Infant gate (where you enter the school grounds each morning) at 12.00 noon. To keep everyone safe, children will be released on an individual basis to either you or a nominated adult. If your child is staying for the afternoon session pick up is at 3.15pm from the Nursery doors. In order to ensure effective safeguarding procedures, please note that we are not able to release children to anyone other than you unless we have prior notification. Where this is a regular arrangement notice in writing is required or an email to the office. In an emergency a timely telephone call to the office will suffice.

Clothing
May I please ask that all items of your child's uniform and his/her coat/jacket are clearly labelled with his/her name. Children do not need to change shoes in Nursery, but we would ask that a pair of named wellies are kept in school as we are very fortunate to have a fantastic outdoor environment here at St Margaret Clitherow and are able to explore it as part of teaching sessions. Could you also please ensure that children have named waterproof coats with hoods and wellies for autumnal weather, so that they are comfortable and warm when we work outside. Thank you.

Lunch
If your child is staying for lunch, please ensure lunchboxes are named and please do not provide sweets, chocolate or fizzy drinks. We also request that nuts of any kind are not sent into school. We ask that if your child has grapes/sausages/frankfurters as part of their lunch, please cut them down the middle length wise to minimise the risk of them being a choking hazard. There is a container next to the Nursery gate at drop off each morning for lunchboxes. They are not to be kept in backpacks or book bags, please.

Snack/drinks

Your child will be offered milk or water to drink and some fruit, e.g. banana or raisins, at snack time. However, if you feel that your child would prefer some fruit from home each day, simply place in a named plastic container and leave in our snack box by the Nursery gate at drop off in the morning. Any snack containers will be placed back in the snack box for you to collect at the end of the day. All children have access to drinking water during the session and there is no further requirement to provide any additional drinks/snacks.

Finally, we would encourage you to follow the school on twitter @StMClitherow as each week you will gain insights into what your child does in class each day after you say goodbye.

We look forward to working in partnership with you and your child during an exciting year ahead!

Yours faithfully,

Mrs B M Hurley   Miss R Brassington
Class Teacher (Mornings)   Class Teacher (Afternoons)