
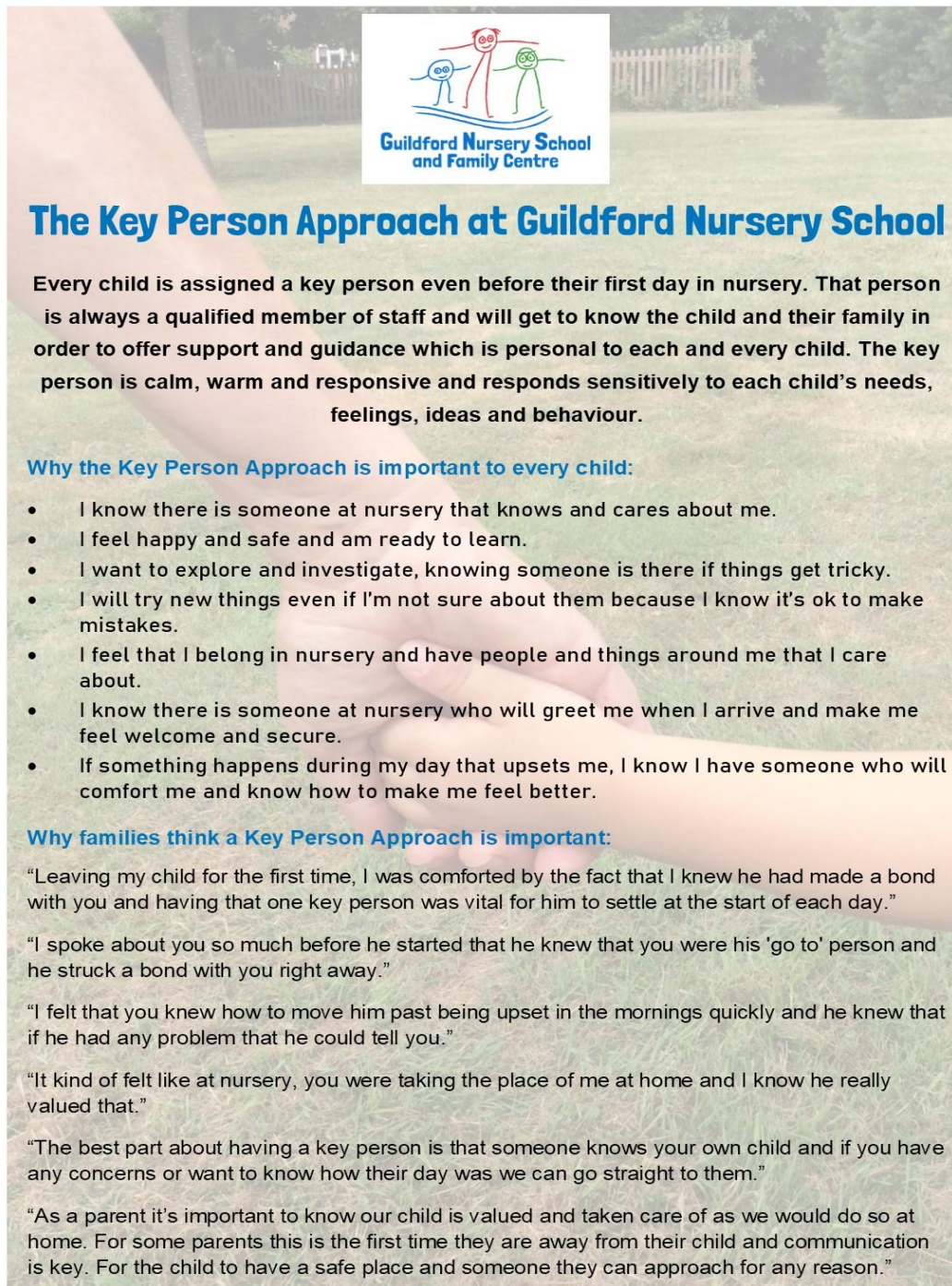


Dear Parents and Carers,

We are really looking forward to welcoming you at our **'Come and Play' sessions next week.**

Your key person will let you the time and day of your session.

At Guildford Nursery School we place much value on our **Key Person Approach:**



### The Key Person Approach at Guildford Nursery School

Every child is assigned a key person even before their first day in nursery. That person is always a qualified member of staff and will get to know the child and their family in order to offer support and guidance which is personal to each and every child. The key person is calm, warm and responsive and responds sensitively to each child's needs, feelings, ideas and behaviour.

**Why the Key Person Approach is important to every child:**

- I know there is someone at nursery that knows and cares about me.
- I feel happy and safe and am ready to learn.
- I want to explore and investigate, knowing someone is there if things get tricky.
- I will try new things even if I'm not sure about them because I know it's ok to make mistakes.
- I feel that I belong in nursery and have people and things around me that I care about.
- I know there is someone at nursery who will greet me when I arrive and make me feel welcome and secure.
- If something happens during my day that upsets me, I know I have someone who will comfort me and know how to make me feel better.

**Why families think a Key Person Approach is important:**

"Leaving my child for the first time, I was comforted by the fact that I knew he had made a bond with you and having that one key person was vital for him to settle at the start of each day."

"I spoke about you so much before he started that he knew that you were his 'go to' person and he struck a bond with you right away."

"I felt that you knew how to move him past being upset in the mornings quickly and he knew that if he had any problem that he could tell you."

"It kind of felt like at nursery, you were taking the place of me at home and I know he really valued that."

"The best part about having a key person is that someone knows your own child and if you have any concerns or want to know how their day was we can go straight to them."

"As a parent it's important to know our child is valued and taken care of as we would do so at home. For some parents this is the first time they are away from their child and communication is key. For the child to have a safe place and someone they can approach for any reason."

I am really looking forward to **meeting with Hazel Avenue parents** on:

**4 October 9am-9.45am.**

This will be very informal so please drop in at the time that suits you between 9am and 9.45am. If you have your child with you then feel free to bring them along too.

It will be lovely to catch up with each of you.

### **Attendance and absence**

It is important that your child attends all their nursery sessions, unless they are unwell. **When children come to nursery regularly and on time, they benefit by making more friends, feeling more settled and learning more.**

If your child is not well and unable to attend nursery then please contact us each day your child is ill via the Studybugs app by 8.45am for the morning session, or 12.15pm for the afternoon session.

The Studybugs app can be found at <https://studybugs.com> and is also available to download from the Apple App Store, Google Play and Microsoft. A leaflet is available from reception and our receptionists are happy to help with any queries.

If your child has diarrhoea or has been vomiting, they need to be free of symptoms for 48 hours before returning to nursery. This helps to prevent the bug from spreading to other children in the nursery.

If your child has a medical or other urgent appointment then please fill out an Absence Request form, available from reception.

In exceptional circumstances you can request time out from nursery. Please fill out a form available from reception. This will be considered by the Headteacher.

If you have any queries or concerns please do contact me. We are here to support you all.

Kind regards

*Sally*

Headteacher



**Dates for your diary:**

Week beginning 3 October: **Come and play sessions** at nursery when you can come to nursery with your child and let them show you around. Your key person will be in touch with timings.

4 October: **Photographer** at Hazel Avenue.

13 October: **Photographer** at York Road.

24 – 28 October: half-term. **Nursery closed.**

7 November: **Parent meetings** with your child's key person.

Week beginning 21 November: **Come and play sessions** at nursery.

28 November: **Nursery closed** for staff training.

16 December: **Term ends at 12pm.**

NB: There will be several **Christmas** events which will be confirmed in a few weeks.

19 December – 4 January: **Nursery closed.**

5 January: **Children return to nursery.**