



Head Teacher:
Mr G. Phillips

Seven Sisters
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25 August 2020

Re: School Hours 2020-2021

Dear Early Years Parent

We hope you are all keeping safe and well. We wanted to update you on the structure of the Early Years Unit going forward. As you are probably aware, the Unit is comprised of three year groups:

- **Reception** - children aged 4-5. The first statutory year of school.
- **Nursery 2** - children aged 3-4. This year is non-statutory.
- **Nursery 1** - children who have recently turned 3 and are offered a place when available, if they are ready. N1 children tend to attend for one to two terms, depending on when their birthday is. This year is non-statutory.

Nursery children have an entitlement to two hours a day in school. Reception children, by law, need to attend full time.

What hours will my child attend?

Like other local schools, we adapt our offering to Nursery pupils depending on numbers on roll each year. Last year, we had a very small Reception class and were able to offer some of the Nursery children, who were ready for it, a longer day in school. This coming year, from September, we have a normal sized Reception and Nursery 2 class on roll, and so are not in the position to offer any Nursery children full time schooling. We are, however, able to extend the statutory offering of 2 hours, up to 2 1/2 hours a day for N1 children and up to almost 3 hours a day for N2 children.

The hours of school for Sept 2020 are:

**** Updated times ****

Reception: **8.40 am - 3.05 pm**
Nursery 2: **8.40 am - 11.40 am**
Nursery 1: **8.40 am - 11.10 am**



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Pick up and drop off:

**** Updated information ****

In the current situation the school grounds are limited to school staff only. Therefore you will need to drop off and collect your Early Years child from the green gates on Heol Hen. You will be met by a member of Early Years staff at the gates for the safe hand over between parent/carer and teacher. In order to maintain the correct staff:child ratios in the classroom please arrive on time for pick up and drop off. Please note, there is no shelter on Heol Hen so please do not arrive too early.

The start and finish times have been staggered across the school, with children in Early Years starting and finishing earlier than the rest of the school to allow you time to walk round to the other school buildings after dropping your child to the Unit. Therefore, if you have older children in the school, please bring your child to the Early Years Unit before taking the older child to their class. Similarly, please collect your child from the Early Years Unit before collecting a child from another part of the school. Thank you for your co-operation.

What else do I need to know?

Please look out for our “Welcome to Nursery” booklet which we will give you when you come for a visit or we can send you before your child is due to start school. It is also available to view on our school website. Meanwhile, if have any questions, please do not hesitate to get in touch.

Best wishes

Headteacher