



Thomas Coram Centre and Nursery School
49 Mecklenburgh Square, WC1N 2NY
020 7520 0385

Head Teacher: Perina Holness
admin@thomascoram.camden.sch.uk

Tuesday 8th March 2022

Dear Parents and Carers,

We are really pleased to let you know that we are going to be opening up the nursery school to you again, starting on THURSDAY 10TH MARCH 2022!

We have missed the buzz of parents being around and we are looking forward to being able to show you the classrooms and activities again so that you have more insight into your child's day at nursery school. In-line with government changes, we will no longer insist that you wear a mask (you are very welcome to continue to wear a mask if you prefer) but we do ask that you maintain a safe (1m+) distance. We will continue to ventilate all inside areas of the school. If you test positive with Covid, please do not enter the building.

Our new procedures will see us largely returning to our old pre-Covid procedures.

For all children arriving 9.30-3.30:

- All Toddler parents will now arrive through the main reception doors. Please take your child to their key worker in their Toddler class each day. Please then leave via the reception door.
- Kinder (core day) children will be *dropped off* via the Science Garden gate, please bring your child into the Kinder classroom and let your key person know you have arrived. You will *collect* your child via the nursery school main reception and make your way to your child's key person.

In order for systems to run smoothly, time keeping will still be very important:

- **Toddler and Kinder Breakfast**- arrival 8.30-8.40. All children arrive via main reception door.
- **Toddler and Kinder Main day**- arrival remains prompt between 9.30-9.40. Please take your child to their classroom and ensure their key person knows you have arrived. All parents/ carers are asked to leave the classrooms by 9.45am.

- **Morning Toddler collection**- Parents enter between 12.20- 12.25. Please leave by 12.30. Parents enter and leave via the main reception door. If you are late, your key person won't be able to give hand-over feedback and any missing clothing/ toys etc will need to be resolved the following day.
- **Toddler drop-off (1.30)** - please arrive via the main entrance and take your child to their Toddler room between 1.30-1.40.
- **Kinder collection (1.30)** - Children go home at 1.30 and continue to leave from the Science Gate. Parents will not be able to come in the rooms at this time as the majority of practitioners and children are busy with their day.
- **2.55 collection**- This option is only available to a small number of families who cannot collect at 3.15-3.30 due to their older child needing collection from primary school. This collection window is literally only 5 minutes long as the practitioners are taking language and story group with all the other children at 3.00pm. Again parents will not be able to enter the building as group time will be disrupted. This collection time must be pre-agreed at the start of term. If you are late, you will need to return between 3.15-3.30pm.
- **3.15 collection**- all parents/ carers arrive and leave via the reception entrance.
- **Teatime**- all parents/ carers arrive and leave via the reception entrance at the following times only:
4.30pm, 5.00pm or 5.25pm.

We aim to talk to you at least briefly every day. Feedback discussions may be brief so that all parents can be spoken with. There will be times when you need to have a more detailed conversation with us, if possible please make an appointment for later in the day when cover can be arranged.

For the safe and smooth running of our nursery school, you can only collect at these times. In the event of an emergency, please always call the office first so that we can prepare your child with as little disruption as possible.

We are really looking forward to seeing you back in our nursery school from Thursday 10th March 2022. If you have any questions please call or email the school.

Best wishes

Perina and the Thomas Coram Team.