

20 March 2019

Dear Parents

Thank you for your recent feedback at the parent representative meeting. Your views are always appreciated and help us to further develop our practice within the Early Years Department as well as throughout the school.

We would like to provide you with the opportunity to **opt in** to an additional communication tool alongside our daily feedback, Tapestry, termly reports and Parent's evenings. This will consist of a written sheet that will be completed by your child's Key Person and handed to yourselves at the end of each session that your child attends. If someone other than yourself is collecting your child, then with your permission we will give the sheet to them with the intention that it is passed onto yourselves. This service will commence at the start of the Summer Term

We have decided to make this optional due to the fact that upon discussion, some parents have stated that this is not something that they feel they require at present.

If you consider this is something that you would like us to provide for your child, please complete the form below and return no later than Friday 29 March 2019.

Should you have any further questions please do not hesitate to speak to either myself or a member of Nursery staff.

Kind regards

Sarah Reynolds

Head of Early Years

✂.....

Please fill in and return to the School Office by Friday 29 March if you wish us to provide a written sheet, as an additional communication tool, that will be completed by your child's Key Person, and handed to yourselves at the end of each session that your child attends Nursery.

Name of child:

Name of Parent:

Should someone other than a Parent collect my child I give permission for them to receive the communication on my behalf.

Signed:..... Date: