

Wednesday 27th May 2020

Dear Parents

I hope that you are all well - we have certainly enjoyed all the phone/video calls and emails that we have received from you although we have really missed seeing everyone. I would like to thank you all for your understanding and support since Little Dragons had to close on March 20th. I know that this period has been challenging for all our families, particularly when you have had to juggle ‘lockdown’ looking after small children, missing contact with friends and families, trying to establish new routines and, for many of you, trying to fulfil work commitments.

I am pleased to let you know that we are working hard to take the necessary steps to welcome our children back into Pre-school from Wednesday June 3rd. It goes without saying that the safety of our children, families and staff members is our top priority and we have implemented a number of new ways of operating. These plans have been written into new policies and procedures and a risk assessment which we have shared with you.

We can now outline our plans:

**Which Children Can Attend Pre-school?**

We need to initially offer a place to these groups in priority order as outlined by the government:

* Children who have an EHCP (Educational Health Care Plan) and vulnerable children as defined by the government
* Children who will transfer to primary school in September 2020
* Children who are three or four years old.

At this time, we regret that we are unable to offer places to two-year olds.

**When Will Pre-school be Open?**

We are planning a phased return to Pre-school to ensure that we can meet the needs of all children and help them settle back into Pre-school routine following a long break:

* Pre-school will re-open for children on Wednesday 3rd June
* Week 1 – Pre-school will open on Wednesday and Thursday from 9 am-3 pm with staggered start and finish times
* Week 2 - Pre-school will open on Tuesday, Wednesday and Thursday from

9 am-3 pm with staggered start and finish times

* Week 3 - we will review how well our arrangements are working and consider whether it will be possible to open for an extra day per week on Mondays from week 4. We will communicate these plans to parents.

**What Can Parents Do To Help Us?**

There are a number of things parents need to do to make these arrangements effective:

* Please read the Covid-19 related policy and procedures and risk assessment documents
* Please note the following points included in these documents:
  + Children will be placed into one of two ‘bubbles’ or groups and remain in these groups each day
  + There will be a staggered start and end time to each day to help our parents ‘socially distance’. You will be advised of these timings
  + Children may only bring a comforter, if they rely upon this, all other toys must remain at home
  + In addition to their usual lunch boxes, children will need to bring their own small, ready to eat snack (prepared fruit or vegetables e.g. grapes sliced in half lengthways) for each morning and afternoon session they attend.
  + Please keep all unwell children at home.

Further details to these and other plans can be found in our documents.

We hope that this letter and information reassures you that we have taken all possible steps to ensure safety for all in our setting. If you have any questions please do not hesitate to contact us.

Looking forward to seeing or speaking to everyone soon.

Best wishes

Linda, Helen, Kate and Carolyn