

Dear Parents,

Thank you for showing an interest in our extended care provision, SILVER CIRCLES. Here is some additional information for parents of children attending the **morning** nursery session.

- Children will attend the morning session 9.00 - 12.00 and lunch will take place during this time (11.30-12.00)
- After lunch the children will move into the purple/red base room and have the opportunity to engage in a selection of activities.
- Before the afternoon children arrive at 12.55, for their nursery session, the SILVER CIRCLE children will go to the Library/Extended Provision Base Room with two members of nursery staff. Here they will have the opportunity to participate in some 'relaxing'/'special' activities; watch a short video; listen to a story tape etc.
- At 1.15 pm they will join in the activities throughout the nursery with the children who attend the afternoon session.
- 2.30 -3.00 pm the children play outside.
- 3.00 - 3.30 pm the children return to the Library/Extended Provision Base Room for a story/circle time games/songs etc.
- 3.30 pm children will be collected from that room. If children are staying on until 4pm/ 4.15pm they will move to the blue/orange base room for snack time and play until being collected.

There will be a charge of £2.00 for the extended provision through until 4.00pm and a charge of £4.00 from 3.30pm- 4.15pm. Pre-booked provision is billed for each half term and fees are to be paid in full within the first two weeks.

If you do not require the whole afternoon session, places can be booked on an hourly basis.

The children will be receiving additional care from 12 noon - 4.15pm in extended care provision = 4.25 hours additional time at the nursery.

All and SILVER CIRCLE spaces must be booked through Mrs. Dymoke, Mrs. LaRoche or Ms. Millett in the office.

If places are available children can have additional sessions to those booked in a 'drop in' basis. Places must be booked in person to ensure we are able to accommodate your request and paid for at the time of booking.

Any questions or concerns you might have about any of the above please feel free to ask.

Parents need to be aware that any extended provision may be withdrawn at any time at the discretion of the Senior Management Team in accordance with the nursery policies.
SD/SEPT15