

Stay & Play Term Newsletter

September 2026

WELCOME TO STAY AND PLAY NURSERY

A warm welcome to all the children and families who have recently joined us! We hope you are settling into nursery life and beginning to feel at home. If you have any questions or would like to speak with us about thing, please don't hesitate to speak to a member of the team. We're always happy to help.

We're also looking forward to welcoming the children and families who will be joining us over the coming weeks. We can't wait to get to know you and begin this exciting journey together!

- **Reporting Absences**

If your child is going to be absent from nursery, please remember to let us know as early as possible ideally before their usual start time. Keeping us informed allows us to plan our day effectively, organise activities and, most importantly, maintain accurate attendance records to support the safety wellbeing of all our children.

- **Healthy Packed Lunches**

We'd like to remind families of the importance of providing a nutritious and well-balanced packed lunch. Children need a variety of foods to keep them energised, focused and ready to enjoy their busy day at nursery. We understand that children enjoy the occasional treat, but we kindly ask that foods such as crisps, chocolate and other high-sugar snacks are kept to a minimum. Where possible, please include a good balance of fruit and vegetables, carbohydrates and protein to support healthy growth and development.

- **Preparing for Cooler & Wetter Days**

As we move into cooler and wetter weather, please make sure your child comes to nursery prepares for outdoor play. A warm, waterproof coat, hat, gloves and wellington boots are recommended, particularly on rainy days. Please ensure your child has a **complete change of clothes** in their nursery bag. Outdoor play remains an important part of our daily routine, and having suitable clothing means the children can continue to explore and enjoy the outdoors comfortably.

- **Everyday Reminders**

A few reminders to help keep your child's nursery day running smoothly:

- Please remember to send your child in with a **clearly labelled water bottle** each day.
- If your child has any **allergies, intolerances or dietary requirements**, please make sure we are kept up to date with any changes.

- **Catch-Up Meetings with Your Child's Key Worker**

If you would like some dedicated time to chat about your child's development and progress, please speak with their **key worker** to arrange a meeting. These catch-ups are a lovely opportunity to discuss your child's achievements, interests, development and any areas we can continue to work on together. We really value working closely with our families and believe that regular communication between parents and practitioners plays an important part in supporting every child's learning and development.

- ☎ **Contacting the Nursery & Management**

To help us keep communication organised and ensure your questions reach the right member of our team, we kindly ask parents to use the most appropriate method of contact depending on the nature of them or their query.

Azita, our Nursery Manager, should be contacted directly regarding:

- Emergencies
- Complaints or serious concerns
- Changes to your child's booked nursery days, including adding, changing, or removing sessions
- Payments, fees or billing enquiries

For everyday questions and updates relating to your child's routine, development, wellbeing or general nursery experience, please:

- Speak with your child's **key worker** at drop-off or collection
- Contact the **nursery directly**
- Send us a message through **Tapestry**

Using the appropriate point of contact helps us respond to you as quickly as possible, while allowing our management team to focus on the wider running of the nursery.

- 📅 **Important Closure Dates**

Term Time Children

Please note the following upcoming nursery closure:

1. **Tuesday 1st September** - INSET Day - Nursery Closed
2. **Thursday 22nd October** – Nursery closes for Half-Term
3. **Friday 23rd October** – INSET Day – Nursery Closed
4. **Monday 26th – Friday 30th October** – Half-Term Holiday
5. **Friday 18th December** – Nursery closes at **1:00pm** for Christmas
6. **Monday 21st December – Monday 4th January** – Christmas Holiday
7. **Tuesday 5th January 2027** – Nursery reopens for all children

- 📅 **Important Closure Dates**

Whole-Year-Round Children

For children who attend the nursery throughout the year, please note:

- **Tuesday 1st September**- INSET DAY – Nursery Closed
- **Wednesday 23rd December** – Nursery closes at 1:00pm for Christmas
- **Monday 4th January 2027** – INSET DAY – Nursery Closed
- **Tuesday 5th January 2027** – Nursery Reopens

Please also remember that the nursery is **closed on all bank holidays**.

- 🔒 **Gentle Reminder**

For the safety and security of all of our children, please remember to **ensure both front doors are fully closed** when entering or leaving the nursery. If you have difficulty closing either door, please speak to a member of staff who will be happy you assist.

Thank you for your cooperation and for helping us keep our nursery safe and secure. ❤️

- 📌 **Polite Notice – Drop Offs, Pick-Ups & Payments**

We kindly ask all parents to ensure that children are **dropped off and collected at their agreed times**. We have recently experienced an increase in early drop-offs and late collections, which can affect staff handovers and the smooth running of the nursery.

A **£10 late collection fee will apply for every 10 minutes of lateness**. Where repeated late collections occur, we may need to discuss the matter further with parents and take appropriate action in line with our safeguarding responsibilities and nursery policies.

If someone other than the usual authorised person will be collecting your child, please **inform the nursery in advance** and provide the relevant details. For safeguarding reasons, we cannot release a child to an unauthorised person without prior confirmation.

- 📄 **Payment Reminders**

Please remember that nursery fees are **due on the 1st of each month**.

A **£5 daily late payment charge** will apply to overdue payments and will be added to the following month's invoice.

We appreciate your cooperation in helping us maintain a smooth, safe and well-organised nursery for everyone, Thank you!

- 📄 **Government Funding & Childcare Support**

We encourage all families to regularly check their eligibility for the government-funded childcare support available to them. Your eligibility can depend on your child's age and your family's circumstances, and the support available can change over time.

You can use the **Childcare Choices eligibility checker** to find out what support you may be entitled to and make sure you are taking advantage of any funding available to your family. We also recommend signing up for updates so you are notified when you need to reconfirm your eligibility or take any action regarding your childcare funding.

We look forward to another wonderful term filled with **learning, creativity, exploration and lots of fun!**

Thank you, as always, for your continued support.