



Dear Parents and Carers,

28th September 2021

Assalamualaikum and welcome to Al Risalah Nursery. Welcome back to our children who are returning.

I hope you have all had a fantastic, if somewhat inconsistent, summer.

Most of the children have settled in well in the nursery, and we are all getting to know each other better. I know that parting with your little one, for what is the first time for many of you, can be a time of stress and mixed emotions. We will try our best to support you and child during this transition.

If you have any concerns or anxiety please contact me, and we can try to resolve this at the earliest opportunity.

We have a new timetable in nursery to ensure that the children make the most of their time at Al Risalah in line with the new Early Years Curriculum. To facilitate this, we ask that you bring your child on time and regularly to nursery. Erratic attendance hinders the children's progress.

Please note that nursery timings are as follows:

Morning session: 8.15am to 11.30am

Afternoon session: 12.30pm to 3.45pm

Full time session: 8.15am to 3.45pm

The settling period for most children is now complete and the children are expected to attend for the entire session. Parents with exceptional circumstances, who are unable to meet these requirements, must contact me in writing via email, nurserymanager@alrisalahschool.co.uk.

Lateness fines, in the amount of £10, will now be imposed if your child is picked up late on three occasions. If you are late at the end of the day and arrive at 4.01pm the fine will be £10, increasing to £10 for every additional 15 minutes that you are late. If you have not arrived by 4.30pm and we have not been able to contact you on any of the phone numbers which you have provided, we reserve the right to contact external services to look after your child until you pick them up.

If your child attends flexible sessions of two and a half days and you have been allocated the days you requested, these will now be fixed until December. Should you wish to change the days, you will need to complete a 'Request for flexible sessions form'. This will be considered on a case-by-case basis for the new term in January.



Please try to contribute £1 each week for the purchase of fruit. This can be given to your child's key worker. If you have difficulty contributing this amount, then please give what you can. The staff will prepare a fruit platter for the children to share. Toast with a choice of spreads and milk is available to children who wish to have breakfast.

Free milk will be provided by us, and cooled and filtered water is available from a dispenser all day, so the children do not need to bring in additional drinks. Children who attend full time will still need to bring a packed lunch.

If you would like your child to have a hot meal, please contact the office via email as soon as possible. The meals are freshly prepared and delivered everyday by **Manno Salwa** catering company. A sample menu is available upon request. The charge per day is £2.75.

We will begin serving hot meals as soon as we have a high enough demand. Payments must be made monthly and in advance. Refunds will not be given.

There is no uniform in nursery, however we do ask that the children attend in weather appropriate clothes. Shoes should have Velcro or strap fastening and shoelaces are only allowed if your child can manage these independently. If you have not already done so, please provide the key worker with spare clothes for your child in case of accidents.

Please ensure that your child is toilet trained. If you require our support to do this, please see your child's key worker as soon as possible.

While we understand that the children are very young, we will encourage and ensure that children make age-appropriate progress in all areas of learning, including behaviour. The teachers expect the parents' full co-operation in ensuring this. Your child's development in the early years lays the foundation for future learning.

If you have concerns about your child's development, please see your key worker.

Ballet sessions have been taking place for the last few weeks and the children are enjoying them very much. From Tuesday 5th October, we will be charging for these lessons. The cost will be £3 per session and is payable termly. This term, the cost will be £30. If you would like your child to continue or to join, please email Tasneem on nursery@alrisalahschool.co.uk.

If for any reason, you are unable to pay the entire amount, please do not hesitate to contact me.

We will begin **Beam Academy** yoga classes. Please let your key worker know if you are interested. A separate letter will be sent out in due course.

Future correspondence will be sent by email. Please ensure that the nursery admin has your correct email address. We will also send reminders by text message, so your correct phone number is essential. We will only send text messages to one number, it is therefore your



responsibility that you communicate any relevant information to other people in your household/babysitter etc.

We will be having a social evening which is strictly for mums/aunts/grandmas only. **Children will not be able to attend this event due to reasons of safety.** However, babies under 12 months may attend.

The social evening will be held on Friday 15th October 5.30pm to 7.00pm. Refreshments will be provided. It is an excellent opportunity to meet other mothers and staff in an informal setting.

If you are able to attend, please inform your key worker so we know how much food to order.

I look forward to meeting you all. Was Salam

Yours sincerely,

Shazra Abbasi

Events: Social evening: 15th October
 Parents' meetings week beginning 8th November (further information to follow)
 October half term: 25th - 29th October (children return on Monday 1st November)