



Rachel McMillan Nursery School and Children's Centre

Contract for Mums, Dads and Carers

I understand that:

- My child will have a 15 hours a week place
- I, or a person the child knows and trusts, will have to stay with my child until they are settled. *This may be a few days or weeks, it depends on the child.*
- I need to bring my child to nursery every day, on time and collect them when the staff ask me to.
- The staff will ask that my child does not stay for the whole time to begin with as they are very new and they do not know everyone yet.
- New children do not stay for the group time at the end of the session until they are settled.
- The normal times for school are - 9.15 a.m. - 11.45 a.m. or 12.45 p.m. - 3.15 p.m.
- If my child is ill and cannot come to school I must phone the school office before 9.30 a.m. - 020 8692 4041
- I need to tell my child, and the school, when someone else is picking them up from school. *That person must be 16 years old or over.*
- **My child will get dirty at school** because they are exploring and learning with different materials inside and outside e.g. mud, paint, dough, water, sand. (They should wear comfortable clothes that are easy for you to wash!)
- My child should not wear jewellery to school (except stud earrings) as it can be dangerous and they can get lost.
- My child should wear safe, sensible shoes to school as they will be running, jumping and climbing as they explore the environment.
- My child needs to be able to go to the toilet completely on their own.

- My child will sometimes go outside the school on trips to the local shops and to learn about the local environment. *They will always be accompanied by school staff.*
- Photos and video will be taken of my child, to be used by staff and visitors, to find out what my child is learning.
- There are five days in the year when the shelters are closed for staff training - the dates will be given to me in advance
- There is a staff meeting once every half a term (6 times per year) when the shelters do not open until 10.00 a.m. The dates will be given to me in advance.
- There are parent consultations every term - these are times when I can talk to my child's teacher about their progress at nursery. **It is very important that I come to these meetings.**

Signed: _____ Date: _____

Child's Name: _____ Shelter 1 2 3 4