

Dear Parents/Carers,

Welcome to Brook Butterflies Pre School

We would like to confirm that your child has a place at Brook Butterflies Pre School for September.

Your child will be starting on **Monday 6 September. (New to Butterflies)**

Tuesday 7 September (Your child already attends Butterflies)

However, unfortunately Brook Butterflies will be closed on **Thursday 9 September** due to statutory training.

Morning and all-day sessions start at 8.30am

Morning Sessions 8:30am – 11:30am

Afternoon sessions start at 12.15pm – 3:15pm

All day (30hour places) 8:30am-3:15pm

We are delighted you have chosen our pre-school for your child. Starting pre-school is such a special time, a time for new experiences and to start their learning journey.

Parents Welcome Meeting

A parents welcome meeting has taken place but if you were unable to make it and have any question's please do not hesitate to contact us through the school or the school website.

Uniform

Our Pre-school children wear a uniform and we take pride in this. All children should wear the correct uniform everyday apart from their PE day where they are allowed to wear clothing suitable for physical activity. Please see the separate form which outlines details of Brook Pre-school's uniform and PE kit. You will be informed of the PE day when they return in September.

Lunchtime Arrangements for full time (30hours)

There are a number of options for lunch. We do operate a cashless pay system and lunches do have to be booked in advance through ParentPay. You will receive an e-mail on Thursday 2 September with a username and password and lunches will be able to be booked from this date.

Your child can have a hot lunch (there will be daily options so you can choose the meal for your child - including a vegetarian option and pudding options) A jacket potato with a choice of fillings or a sandwich with a selection of fillings. All have pudding options. You can also choose to provide your child with their own packed lunch. If your child has a dietary requirement, please ensure you have put details on their forms and make staff aware of specific requirements. **Your child will**

have lunch in the school dining hall. depending on government guidelines. The class will always be accompanied by a familiar adult during this time.

Please provide your child with a drink (we are a healthy promoting school so ask that there are no fizzy drinks and are low in sugar) This can be a carton or a water bottle which can be refilled. We do have water fountains so children can refill their bottles when required. Please ensure any items are clearly labelled with your child's name.

What else will my child need?

Within the daily timetable, children will have a morning snack time. We provide the children with fresh fruit and milk. You do not need to provide your child with any other snack. If your child does not drink milk you can provide your child with a water bottle for this time. Please ensure this is clearly labelled.

Your child can have a book bag to keep their personal items together. You can purchase a Brook Primary book bag from the Uniform shop in Kingswinford, otherwise we ask a small bag so that it can be hung on their peg or in their tray.

I am independent readiness checklist, All about me and I can

You should have received and I am independent readiness checklist, All About Me and I Can document. We would be really grateful if you would spend time with your son/daughter over the next few weeks completing these documents.

Please ensure that you have completed these at your earliest convenience and return them to the school.

Only complete if you haven't already.

About my child

Our preference would be to have a full discussion about your child. However, at this challenging time we have decided to use a survey to find out more about your child in preparation for September.

The information you provide is confidential and will be used for school purposes only under the GDPR guidelines.

Survey: <https://forms.office.com/r/feF3xLK7K9> this link is also available on the Butterflies 2021 Section of our website.

- New student details form
- Parental consents form
- Photographs and film consent form
- School Life and ParentPay permission form
- Collection arrangements

You can find lots of useful information about Brook Primary School on our website: <https://brook.sch.life> including information about our Before and After School Club - Buddies

Brook Butterflies Pre School Entrance

Access to Brook Butterflies will be via Oak Park Road, through the school main gates. There will be a member of staff waiting to greet you by the entrance. A one way system will be in operation.

We are committed to ensuring that every child feels secure, confident and excited about starting pre school.

Please do not hesitate to pop in or pick up the phone if you have any concerns at all.

More information about our school can be found on the Butterflies 2021 section on the school website at <http://brook.sch.uk>.

We very much look forward to welcoming you and your child/children into the Brook Primary School Community. If you have any further queries please do not hesitate to contact us.

Yours sincerely



Mrs Fellows
Head Teacher