



Bishop Monkton CE Primary School

St John's Road
Bishop Monkton
Harrogate
HG3 3QW



Headteacher- Mrs Sally Cowling B'Ed Hons NPQH

Tel/Fax 01765 677583

E Mail: admin@bishopmonkton.n-yorks.sch.uk

4th September 2017

Dear Parent / Carer

As we approach the start of an exciting new year I would like to inform you of the dropping off and collecting procedures for Wrens Nursery.

As you will be aware we have over the summer moved to the porta-cabin. When dropping your child off at nursery, please bring them to the porta-cabin which will be open from 8.55am. The gate will be locked at 9.05am. For afternoon collection the gate will be unlocked at 3.25pm. If you would like to drop off after 9.05am and collect before 3.25pm then please use the doorbell which is situated outside the nursery gate, a member of the nursery staff will be happy to let you in.

If you should wish to bring your child before 8.55am, they can be booked into Quackers before school club. If your child normally attends Quackers before nursery then please taken them to the school hall as normal. Once nursery has finished at 3.30pm members of nursery staff will take your child to Quackers where they can be collected as normal. Please also note that we will be operating a signing in and out procedure for your child.

I hope that your child is looking forward to returning or starting nursery and look forward to many fun learning days in our new environment. In the coming months we will be holding an open morning / evening where all parents can visit the nursery as I know many of you don't normally have the opportunity to see all the lovely activities and resources that we have. Further information will be provided once details have been confirmed and we look forward to seeing you there.

Thank you for your time on this matter.

Yours sincerely

Emma Roberts
Early Years Practitioner



Quality Education for All Children in a Caring Environment