



**The Manor**  
PREPARATORY SCHOOL

9 July 2010

## To all Pre-Nursery Parents

Dear Parents

### Important - Pre-Nursery Arrangements

As you know, The Manor opened its doors to two year olds in January 2009. Since then, we have been delighted that so many children have joined us and we have been carefully observing and evaluating the provision that we offer.

As such we have made two changes from September 2010 which we know will result in an easier day for those children who stay for lunch and full days. The changes are as follows:

#### 1. Children staying for lunch

Children will remain in the Pre-Nursery for this period and should be collected at 1.15pm from the Pre-Nursery. You will need to provide a packed lunch from home for your child, please.

#### 2. Children staying all day

Children will remain in the Pre-Nursery all day and should be collected from Pre-Nursery at 3.30pm. You will need to provide a packed lunch from home for your child, please.

Once the children are in the term after their third birthday, and there is a small group of 3 year olds that are ready to make the transition together, they will begin to go over to Nursery for lunch and the afternoons, but we will, of course, chat to you about this progression. Under 3's will remain in the Pre-Nursery.

During the Summer Term of 2011, in order to prepare children for their move to Nursery the following September, settling in sessions will be arranged for your child during the sessions that they would normally attend.

In occasional circumstances, space permitting, and if we feel that there is a group that is ready, a small group of children may be moved to Nursery one term early (ie after Easter 2011). However, this will only be after consultation with both the Pre-Nursery team and parents, to ensure that everyone feels comfortable with any suggested move.

We are very much looking forward to seeing you all in September and wish you all a very happy Summer Holiday.

Yours sincerely

Piers Heyworth  
Headmaster

