

Dear Parents

IMPROVING COMMUNICATION BETWEEN PRESCHOOL AND HOME

There are currently many ways we communicate with you regarding what we are learning, how your child is progressing and upcoming events and activities. We feel we could be more efficient in this area and would like your permission to send a weekly email from next term.

A weekly newsletter straight to your inbox will ensure you have all current information to reflect what has been going on during the week, tell you about upcoming plans and events, and link you to useful information and resources that link in with your child’s learning.

TAPESTRY – please check your child’s online learning journey to see what they have been doing at preschool, and please feel free to add your own photo from home or when you are out and about. A termly report is issued regarding your child’s progress, with a full report in the summer term.

FACEBOOK – we appreciate many of our families do not engage with Facebook but it is a useful means of disseminating information quickly. We will never identify children on our facebook page and you do not need to be on facebook to view our postings – you can find us on the homepage of our website.

WEBSITE: Our website has all our statutory information, including policies and term dates, and is a useful starting point for new families. www.withycomberaleighplaygroup.org.uk

LETTERS SENT HOME: We will still continue to print out the important letters to send home via your child’s tray, including a termly newsletter and review of hours/sessions your children attend.

TEXT: An important reminder may be sent out by text (eg regarding a trip, parking problems or snowy day!)

BACK ROOM & OUTSIDE NOTICE BOARD: Hard copies of policies and procedures, and safeguarding information is on display in the back room daily for our reference. Please check any notices on the boards outside.

TALK TO US! Any concern you may have regarding your child, please talk to us. If there is not enough time or privacy at drop off and pick up times, either phone us to discuss, or make an appointment for a more convenient time. Children can be affected by anything going on at home, it is essential we are kept informed in order to support your child’s wellbeing at preschool.

AND HOW CAN YOU HELP US?

We need you to engage with us, talk to us, send a text when you’re running late or your child is ill, have a regular look at your child’s Tapestry journal (‘like’ it or add a comment or your own photo), and keep us informed of any changes to phone numbers or email addresses.

If you’re a facebook user, please write a review for other new families to view.

Finally, we have a green comments box and would really appreciate your feedback on what we do well, and what we need to improve upon. It’s anonymous and will take 5 minutes as you leave and would help us greatly to see where we are and what we need to work on. Thank you for your continued support 😊

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Please tear off and return

I give my permission for preschool to use my Tapestry email address for communication and understand that it will not be passed on to anyone else for any other purpose

Signed: Date:

PARENT OF:

GDPR: our privacy policy is available in hard copy in our policy file in the back room or on our website. Your personal information will not be kept after your child has left our setting.