



## Friary Preschool

**31<sup>st</sup> August 2021**

**Dear Parents and Carers**

### **Newsletter 1**

#### **Welcome**

Welcome back to those parents and carers whose children are returning to us at the start of term and a very warm welcome to all our new parents and carers. We hope that the time your children spend at the Friary Preschool will be a happy, enjoyable and successful experience and that you feel part of the community here.

In this first newsletter we have drawn your attention to some key information that you need to know in advance of your child starting with us or returning to preschool after the holiday. For further information we advise you to take a look at our prospectus that is available on our website.

#### **Government Guidelines**

The preschool has been thoroughly deep cleaned in preparation for the children returning to us during the week beginning Monday 6<sup>th</sup> September. Our risk assessment follows the latest guidance received from the Government for Early Years Settings. It will be updated as and when further guidance is received. A copy of our latest risk assessment is available on our website. We do ask that wherever possible you do not enter the setting and pass your children over to a member of staff, waiting at the door, on arrival. They will be returned to you while you wait outside at the end of each session. If you do need to enter the setting, please ensure you wear a face mask and use the sanitizer available in the reception area.

#### **Friary Preschool**

Southgate Drive, Southgate  
Crawley, West Sussex, RH106HD  
Telephone: 01293 403873

<https://www.friarypreschool.co.uk/>  
<https://www.facebook.com/FriaryPreschoolCrawley/>



## **Staff**

In agreement with the management committee of the preschool, our previous manager Sally McLaughlin ended her contract at the end of the Summer Term. We have taken this opportunity to restructure the leadership and management of the preschool by introducing the position of preschool business manager whilst at the same time advertising for a preschool manager. Neil Monet, who is the business manager for Crawley Parish and a member of the preschool's management committee will combine his parish and preschool business manager roles and has in fact already started working at the preschool throughout the summer holiday. Neil will be responsible for the administration, finance and all HR matters relating to the preschool as well as promoting the preschool in the local community. Eileen Rebecchi, who has been working in the preschool office on a temporary basis will continue to work with Neil during this transition phase and will continue her involvement as a member of the management committee.

In the interim period, while we advertise for a substantive preschool manager, our deputy manager and leading practitioner Agata Olczyk will be the acting preschool manager and Olivia Gailey will be the acting deputy manager. If you have any concerns or worries you should arrange to speak to either Neil, Agata or Olivia.

## **Healthy packed lunch**

If your child is staying all day they will need a packed lunch. To encourage healthy eating we ask you not to include: crisps, chocolates, cakes or sweets in your child's packed lunch. Due to extreme allergic reactions we cannot allow children to bring peanut butter sandwiches in their packed lunch. We would like to thank you for your co-operation in these matters.

## **Named water bottle**

All children will need to bring a clearly named bottle of water to preschool each day.

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### **Change of clothes**

All children need to bring a change of clothes just in case they should have an accident and need to change their clothes. Please bring them in a named bag that we can keep at the preschool for any emergencies.

### **Sun cream**

If we have some warm sunny weather at the start of term please ensure that you apply sun cream before your child comes to preschool. Please can you also ensure that you provide us with sun cream labelled with your child's name so that we can reapply it if required.

### **Nappies**

If your child is not yet toilet trained please provide us with both nappies and baby wipes. These need to be in a bag with your child's name clearly labelled on it. If you are in the process of toilet training please let a member of staff know so that we can support you in this process.

### **Wellies**

We do have an outdoor covered area so that the children can play outside in all seasons. We also have access to the school field for some of the year and the playground at the front of the preschool so please provide your child with wellies so that they are not worried about getting their shoes muddy and can enjoy going in puddles. Once again these can be left at preschool in a named bag.

### **Photos**

Please can you provide two passport size photos of your child so we can display them on your child's allocated peg and drawer.

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### **Weekly donation for snack**

We provide children with a snack during the morning and afternoon sessions. This is normally fresh fruit. We do ask for a voluntary contribution of £2.00 per week for snack to be paid at the start of the week.

### **Contact numbers and change of phone numbers**

Please ensure that you keep all the contact numbers you have provided us with up to date. We need to be made aware in advance if another person is collecting your child who we do not know.

### **Management Committee**

The Management Committee are responsible for strategic planning and ensuring that the preschool is continuing to develop and improve its provision. They are also responsible for making sure that the preschool meets all the standards of the Department for Education's Statutory framework for the early years foundation stage. The members of the Management Committee are:

**Fr Raymond Tumba**

**Chair and Parish Priest**

**Sue Faulkner**

**Independent Education Professional**

**Eileen Rebecchi**

**Crawley Parish Representative**

### **Safeguarding**

Our Designated Safeguarding Lead (DSL) is our acting preschool manager **Agata Olczyk**, and our deputy Safeguarding Leads are:

**Olivia Gailey**

**Georgia Monsellato**

**Monika Malec**

**Monika Oban**

All staff members receive annual statutory Safeguarding training at the start of the new school year.

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### **Promoting the Preschool**

As you may be aware the number of children attending preschools nationally has declined due to the Corona virus. We are fortunate at Friary Preschool that we have managed to maintain the number of children attending although we do still have places available. We would be grateful if you could promote the preschool within your local community to boost our numbers.

### **Chaplaincy**

We are most fortunate to have Fr Raymond Tumba, our Parish Priest, as the Chair of the Preschool Management Committee. Fr Raymond will be a frequent visitor to the preschool and will be supported by his assistant priests, Fr Joachim and Fr Nelson.

### **Communication**

This is the first newsletter of the school year 2021/2022 from the Management Committee and it is our intention to provide regular newsletters so that you know what is going on.

### **Preschool website**

For detailed information about the preschool please refer to our website:  
<https://www.friarypreschool.co.uk/>

We would like to wish you and your children a positive and enjoyable start to the new school year.

With Our Warmest Wishes

Friary Preschool Management Committee