#### **Mobile Phones**

Please remember this a mobile free zone. Due to the care & safety of the children, you must not use your mobile on the premises.



Thank you.

### **Contact Information**

It is very important that we have up to date contact information for you and your emergency contacts. If you have changed address or have any numbers to add or remove, please let us know, via email:

littlepirates@drake.norfolk.sch.uk

### **Funding Forms**

If you are eligible to receive 15 or 30 hours of funding for your child, please ensure you return your Parent/Carer claim form to us by Friday 31st March 2023.

You can hand it in at the office, to a member of staff when you bring your child to nursery or email it over to us.



#### **Trays**

Please check your child's tray regularly or you may miss important information regarding their care. This is where you will also find their lovely creations, such as drawings and paintings.

# **Named Belongings**

Please remember to name all coats, bags, shoes & clothing, to avoid belongings getting lost or going home with other people. We have a lot of children within the setting and it is not possible for us to keep track of everyone's belongings.



## **Bank Holidays**

Just a reminder that we are closed on all of the Bank Holidays (except for Christmas & New Year), and in accordance with the settings charging policy, any sessions that your child would normally attend on these days, still require booking and paying for, meals will be credited. This includes all nursery sessions, Breakfast & Afterschool Clubs. Bank Holidays are not covered by any of the funding you receive.

Thank you.