

Chipstead Valley Road, Coulsdon, Surrey, CR5 3BW

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Email: [office@chipstead.croydon.sch.uk](mailto:office@chipstead.croydon.sch.uk)  
Website: <http://www.chipsteadvalley.com>



Headteacher: Martin Roughley  
Deputy Head: Clare Rackham

14<sup>th</sup> July 2020

Dear Parents/Carers

We are at the end of what has been a very strange school year for us all, and we hope that, despite the challenges we have had during recent times, you and your child have got to know us here at Chipstead Valley a little bit better over the past few weeks. It has been lovely to see so many excited faces during our recent virtual home visit calls.

Whilst our contact with you and your family has not been as we hoped, we are determined to ensure that your child comes to us in September ready and excited to learn with us here at Chipstead Valley Nursery. The Department for Education has now shared with us some guidance relating to how schools will operate in September and we are working hard on plans to bring all our pupils back in a safe environment. We are ready to share with you how and when your child will start school in September and provide you with our plans below. However, whilst we very much hope to adhere to these planned start dates, please be aware, they may be subject to change depending on how outside events unfold over the summer holidays.

#### **Your first week at Chipstead Valley Nursery**

On **Monday 7<sup>th</sup> and Tuesday 8<sup>th</sup> September**, we would love to invite all our new nursery children in to view their classroom and briefly meet their keyworker face to face for the first time! As we will still be operating under social distancing rules, these short visits will be kept to ten minutes and will be staggered to ensure that we restrict the number of children and adults in the classes at any time. You will receive your individual appointment time in due course.

On **Wednesday 9<sup>th</sup> until Friday 11<sup>th</sup> September**, all nursery children will be invited to attend a short nursery session lasting 1 hour and 30 minutes either in the morning *or* afternoon to meet their keyworker and peers in a classroom environment. You will be informed what session your child should attend in due course.

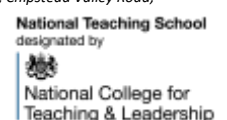
#### **Your second week at Chipstead Valley Primary School**

From **Monday 14<sup>th</sup> until Friday 18<sup>th</sup> September** all children will attend school for a full morning or afternoon session. Morning sessions will begin at 8:30 until 11:30 and afternoon sessions will be from 12:30 until 3:30pm. The sessions given to you will reflect the nursery hours you have been given in your offer and for 30 hour funded children, we will communicate separately whether you should bring your child in the morning or afternoon.



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Finally, we anticipate that by **Monday 21<sup>st</sup> September**, all nursery children will have settled in well and will begin their full allocated hours as stated in your offer letters. For parents or keyworkers who feel individual children are not ready to begin full sessions, a further settling in period will be agreed. Please speak to your keyworker if, after the initial settling in arrangements, you have any concerns.

### **Extended Wraparound care**

Due to the ongoing COVID-19 pandemic, schools are required to ensure minimum numbers of children are mixing outside of their class bubbles at all times and this poses particular challenges when offering wraparound care. Due to the complexities of large staffing ratios needed for Early Years settings, it has not been possible to open up any Breakfast or Afterschool club for nursery children at this time. This situation will be reviewed during the first term and any updated guidance will be considered with parents being updated further along in the Autumn term.

### **Payment of nursery fees**

Nursery sessions outside of the government 15 and 30 hours funding will be payable half termly in advance. All sessions will be loaded onto our online payment system, SCOPay, and made available for payment by Monday 21<sup>st</sup> September. You will receive login details and instructions on how to create your account in the first week. A reminder of our sessions times and fees is enclosed.

### **Outstanding paperwork/items**

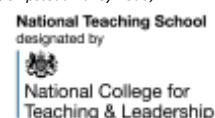
- **Admissions Form** - If you haven't done so already, please ensure that you have completed our online admissions form with all current emergency contact details together with any medical or dietary information we need.
- **School Uniform:** For nursery children, school uniform is not compulsory, However, CVPS logo items can be purchased from our uniform suppliers, School Trends. The link to the School Trends website can be located either via our website: [www.chipsteadvalley.com](http://www.chipsteadvalley.com) – Parent information/Useful Links/School Trends or directly at: [www.schooltrendsonline.com/schools/](http://www.schooltrendsonline.com/schools/).
- **30 hour eligibility codes:** If your child has received a 30 hour funded place, you will need to provide us with your 11 digit eligibility code and NI number as soon as possible. If you have not done so already, you should apply for the code by following the link <https://www.gov.uk/apply-30-hours-free-childcare> It is important that the code is verified and dated before 31<sup>st</sup> August in order to cover the Autumn term ahead.

**Milk and Fruit:** Cool Milk provide fresh milk for all children under 5 years old. If you would like your child to receive this milk, you must register your child with Chipstead Valley Primary school by following the link [www.coolmilk.com](http://www.coolmilk.com) For children over the age of 5, you can still opt to purchase the milk through Cool Milk and can register using the link above.



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A fresh piece of fruit is also available for every child in Reception and KS1 each day. Please complete the **OPT OUT** form available from the school office if you **do not wish** your child to have fruit.

Should any of the details above change, we will of course, update you during the summer holiday and we would urge you to check your emails for any updates before September. Of course, If you have any queries in the meantime, please feel free to email the admissions inbox [admissions@chipstead.croydon.sch.uk](mailto:admissions@chipstead.croydon.sch.uk) and someone will respond to you accordingly.

We wish you a relaxing and safe summer holiday and look forward to seeing you and your children in September.

Yours Sincerely,

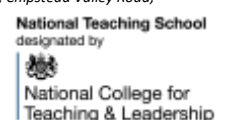
Sarah Tinker

CVPS Admissions



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Vision 2020 – 1. Standards & Achievement 2. Care 3. Provision 4. Partnership & Community:  
To find out more visit <http://www.chipsteadvalley.com/about/our-vision/>