



Rye Community Primary School & Starfish Pre-school  
The Grove, Rye, East Sussex TN31 7ND  
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21<sup>st</sup> March 2024

Re: Preschool Session Times

Dear Parents/Guardians,

I would like to take a moment to highlight the importance of adhering to the designated session times at our preschool.

As you know, our preschool operates on a structured schedule to ensure that each child receives the necessary attention, education, and care throughout the day. It is crucial for children to arrive promptly between 8:30 and 8:45 a.m. for the morning session or at 12.15pm for the afternoon session. Children who are not remaining for lunch should be collected at the end of the morning session at 11.30 a.m. We kindly request that you assist us in maintaining these timings for the benefit of all children and staff.

When children arrive late or leave early, it not only disrupts their own routine but also impacts the learning environment for the entire class. Key whole-group activities, such as circle time and group discussions, are essential components of our curriculum. These sessions foster social interaction, communication skills, and cognitive development. When a child misses out on these important times, it can hinder their overall progress and integration within the group.

Additionally, it's important to consider the impact on our dedicated staff members. Taking staff away from the room at other times to accommodate late arrivals or early departures affects the provision of quality care and education for all children. Our staff members work diligently to create a nurturing and stimulating environment for your child, and their presence is invaluable during scheduled session times.

We understand that unforeseen circumstances may arise from time to time, causing delays or early departures. In such cases, we kindly request that you notify us in advance whenever possible so that we can make accommodations. If you arrive at school outside of these session times you may have to wait at reception until a staff member is available.

By working together to uphold the designated session times, we can provide a consistent and enriching experience for all children at our preschool. We sincerely appreciate your cooperation and support in this matter.

If you have any questions or concerns regarding session times or any other aspect of our preschool program, please don't hesitate to reach out to us. We are here to support you and your child every step of the way.

Kind regards,

Mrs V Isted

EYFS leader