

**Position Statement August of each year**

**Entry and Collection Procedure**

The Nursery has an ‘open door’ policy.

Parents/carers can drop their children into the nursery any time between 8.45and 9.00 am; 1.00pm and 1.10 pm.

We realise that communication between nursery staff and yourself is really important so feel free to have a quick word with them at this time. If the information is of a more private nature can you please make an appointment with the staff at a time that is convenient to both parties.

The same ‘open door’ policy works for collection.

Parents and carers are invited to come and play with their child at nursery on occasions throughout the year to see how they are progressing and to share in their nursery experience.

We hope that these arrangements will suit you and that you feel that you can come into the nursery as we really do value your support in your child’s education.

**Updated August 2018 by N. Ferguson**

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 **Woodlands Nursery Class – OPEN DOOR** 

