



**YORK CHILDCARE**  
day nurseries

01904 409763

headoffice@yorkchildcare.co.uk

www.yorkchildcare.co.uk

Friday 21<sup>st</sup> August 2020

Dear Parents / Carers

I hope that life is beginning to head into a bit more 'normality' for you now, although I sense that for those of you who also have school-aged children that probably won't feel achievable until the schools reopen early next month.

We have formally reviewed our Operational Risk Assessment document again and have made a few modifications, remaining in tune with current guidance for early years settings. (It will be attached to this email and will also be available on the website.) Please talk to the senior staff at your nursery if you need more information about the specific arrangements for your child.

We feel that we do need to continue using the timed drop-off and pick-up system as it has worked well as part of our safe operating procedures. Although it can be disruptive for the senior staff who act as the 'runners', it means we can continue to limit the number of adults coming in and out of our nurseries. If you haven't already received it, you will soon receive a survey from your nursery manager consulting with you over your time slots – please make sure you reply, especially if you are requesting any changes.

In my letter of 21<sup>st</sup> May we set out our proposed timeline for safely returning children to nursery and included an outline of the basis of our charges. We have reached the stage now where we have returned to full standard terms and conditions (ie parents will be required to pay in full for all sessions) and as planned, we are aiming to return to our usual practice of preparing invoices in advance of the month to which they apply.

Your August childcare invoices will be coming out this week.

We are aiming to issue September invoices during the second week of September and then get the October invoices out in advance of 1<sup>st</sup> October. We realise that this means you will be receiving several invoices within a short space of time so please contact us if you need to make any specific arrangements to settle your bills. I know that many of you have continued to make regular payments without waiting for invoices to be issued to help reduce the pressure on your household budgets: this has also helped us to maintain our cashflow and we thank you for this.

For those of you using Early Years or Two Year Old funding a reminder that you can find the funding calendar on our website for clarification of which 38 weeks of the year funding applies to. You will find the link to the relevant calendar on this page:

<http://www.yorkchildcare.co.uk/nurseries/josephs-nursery/parents-information/#section>

<http://www.yorkchildcare.co.uk/nurseries/heathers-nursery/parents-information/#section>

<http://www.yorkchildcare.co.uk/nurseries/scarcroft-green-nursery/parents-information/#section>

Thank you for your continued co-operation and support.

Kind regards

Registered Office: York Childcare Limited | The Pavilion | Rawcliffe Lane | York | YO30 6NP

Company Registration No. 2476480 | Registered Charity No. 1008566

*K Mawson*

Karen Mawson  
CEO on behalf of the Trustees of York Childcare