

Nursery Note



Friday 19th September 2025

Welcome Back from Mrs Riley

We hope you all had a summer filled with sunshine, play and adventure! It's been wonderful to see the children's happy faces back in Nest and Wild, ready to explore, make new friends, and dive into lots of exciting activities. A big, warm welcome to our new families too – we're so glad you're joining our nursery family. Here's to a fun-filled term of learning, laughter and making memories together!

Invoices - Autumn Term 2025 Payment Reminder

Thank you for making payment for your child's Autumn term invoice. All payments have now been applied and accounts updated accordingly.

For families who are paying in two installments, the final payment is on or before **Friday 31st October**.

Please note that a £20 surcharge will apply for late payments, so please ensure timely payments are arranged to avoid unnecessary additional fees.

Please see the email sent with your invoice for details on the various options available for making payment. Please note that if you are paying by Tax Free Childcare Scheme, we must receive your unique TFC code **BEFORE** you make a payment to us (these can be found on your TFC account, on your child's account). Please be aware that TFC payments can take up to 5 days to clear as available funds on your TFC account and a further 5 days to clear as a payment to Hordle Primary School. Therefore, please ensure these payments are made in advance to ensure the payment arrives with us by the deadline.

If you are paying by Childcare Vouchers please send an email to hen@hordleprimary.co.uk to advise that you have made a payment so that we can make the Hampshire Accounts team aware and your payment can be allocated to Hordle Explorers.

Booking ad-hoc sessions

Can we please remind parents that all additional sessions including Breakfast and After School Club bookings are to be made by either emailing hen@hordleprimary.co.uk or calling 01425 611657. Please **do not** book using your child's Scopay account (as you would with school-aged pupils).

Please note, for ad-hoc sessions **we cannot claim funding**, so you will receive an email confirmation, along with an invoice for payment. These sessions are then payable via the usual channels (either via Scopay or TFC) at our hourly rate of £8 and must be cleared before the session takes place.

Please note, we have limited spaces available in Breakfast and After School Club this term.

Useful Information

Personal Items

As the weather turns wetter and colder, we politely ask that you check your child's spare clothes bag holds appropriate clothing. Children are required to arrive to nursery dressed ready for the day e.g. waterproofs and suitable footwear. For further information on what to wear, please click the Dress Guide below:

Click here




Please ensure all personal items are clearly named. This includes clothing, bottles, lunchboxes, tupperware, etc.



Please can we remind families that personal items such as toys or lip balm, are not to be brought in to nursery.

Packed Lunches

Nut Free School

Please remember that we are a **nut and sesame free nursery** due to some severe allergies within the settings. This includes desserts such as Battenburg and Bakewell, hummus and many cereal bars - please check ingredients before adding to your child's packed lunch.



Tupperware & Bottles

Please can we ask that all tupperware and bottles provided for children are plastic only, not glass. Please ensure all lunchboxes and tupperware are clearly named.

A kind reminder to also ensure all fruit and/or small lunch box items are chopped appropriately to reduce the risk of choking.

Medication in School

If your child will require medication in nursery, including eye drops, creams and lotions, please ensure that you provide it to the nursery team at drop off and complete the **ADMINISTRATION OF MEDICINES FORM**.

Medication must be in date and in the original packaging, clearly labelled with your child's name. For the safety of your child and other children in nursery medication must not be left in your child's bag. **This includes inhalers.**

If your child requires an inhaler, please let a member of the nursery team know so that we can ensure the necessary paperwork is in place.



Absences

As per updates in SfYC guidance, Early Years settings must monitor all nursery absences and as such we require all parents/carers to notify Hordle Explorers Nursery of any absences, and the reason for these by 9.30am on the day of absence, either by calling the absence line on 01425 611657 or emailing hen@hordleprimary.co.uk.

Allergies/Dietary Requirements

If your child has an allergy or any dietary requirements, please let a member of the team know so that we can work together to put an individual healthcare plan in place.

Longfield Road Gate

Longfield Road (the back gate by Team Nest) is open only 8:45am - 9am and 3:25pm - 3:35pm.

For any sessions in Team Nest which start/finish during these times such as AM sessions finishing at 12pm, PM session starting at 12:30pm and PM sessions finishing at 3:00pm, please ring the Nest doorbell.

For any Breakfast Club drop offs, After School Club pick ups and/or if you drop your Nest child off at 9am and have a sibling to drop off elsewhere onsite, please ensure you use the main school gate at the front of school as the back gate **must close at 9am**.

If ever you have any questions or require any clarification on anything, please email hen@hordleprimary.co.uk and we will be more than happy to help.