**Autumn 2019**

We look forward to a new term with new families joining The Lighthouse in this term.

We start school on **Wednesday 4th September** and this is when fees are due for payment, alternatively if you are paying with a payment plan please ensure this is supplied in writing within the first two weeks of term. Please remember notice is required if leaving at the end of term. Key dates are listed over the page.

Nursery Education Funding: The Lighthouse offers funded hours from 10am to 4pm, term time only. Funding forms have to be completed and signed each term, forms enclosed where appropriate. See over for our deadline date.

Fees and term dates: Please find enclosed sheet outlining the fees and term dates for the next academic year 2019 / 2020.

Topics: Ourselves and Senses are the topics this term. Enclosed is a list of topics. We welcome any parents who could help with topics – visits, materials, books, etc. Any Doctors, Nurses, Opticians, willing to talk to the children!? It is wonderful to link the topics to personal experiences.

Questionnaire feedback: After 20 years on current site and nearly 30years of The Lighthouse we felt it was good to reflect so in June we put out a questionnaire for feedback from parents. A summary is enclosed.

Open Field: We have an Open Field event for families to come and play in our lovely Field (like going to the park, you are responsible for your own children). It is a good time for parents and children to refresh their minds of The Lighthouse after the Summer break. Details enclosed.

Changes in family circumstances: Please do inform us of any changes (health issues, telephone numbers, addresses …)

Book bags: Please do empty out your child’s work daily.

My Montessori Child: Please note that we are going to go ‘Parent Live’ in October. We have planned an information event, see over for date.

Staff: Please remember we work together as a small team. The main rooms are staffed as below, but you may see other members of the team covering rooms. A combination of room teams cover Early Birds, Larks and Owls.

Oak Room and Field View: Kerry with Cassie, Charlotte, and Georgi

Woodland: Sally with Jodie, Emily and Helen in the afternoons.

Riverside: Marie with Jess, Paige and Phoebe in the afternoons.

A full list of staff and their qualifications is enclosed.

Contacting the school: Please do note that is best to ring The Lighthouse (01865 891712) from 8am if you have an **urgent** message, likewise, in the evening do ring from 5pm to 5.30pm to get messages to staff.

Any questions please do ask. Sally

Enclosed: Invoice, Funding form where required, Term dates, Questionnaire feedback, Topics, Staffing list, Open Field flyer.

**Dates for Autumn Term 2019**

Thursday 29th August **Open Field - 2pm to 4pm**

Monday, 2nd September Staff Set Up

Tuesday 3rd September Staff Set Up

Wednesday 4th September **Start of term**

 **Notice due if leaving on 20th December 2019**

 **Full fees or payment plan in writing due**

Friday 13th September **Lighthouse request for all OCC funding forms to be returned.**

Saturday 14th September 9.30 to 12.30 staff training

Tuesday 17th September Oak Room Open classroom 4.30pm to 5.30pm

Wednesday 18th September Riverside Open classroom 4.30pm to 5.30pm

Thursday 19th September Woodland Open classroom 4.30pm to 5.30pm

Wednesday 2nd October MMC staff training and parent induction to parent portal

Friday 4th October Open Morning 10.00am to 11.00am

28th October to 1st November Half term - Seagulls available

Monday 4th November Open Morning 10.00am to 11.00am

Monday 11th November Riverside Parents Day

Tuesday 12th November Woodland Parents Day

Wednesday 13th November Oak Room Parents Day

(Thursday 14th November (Parents Day - additional if needed)

Monday 9th December

Tuesday 10th  December Oak Room Field View trial mornings

Wednesday 11th December 10 to 11 by arrangement

Thursday 12th December

Friday 13th December Woodland Trial morning 10 – 11.30

Wednesday 18th December Riverside play 10.30 to 11.30

 Riverside party 12.00 to 2.00 (children only)

Thursday 19th December Woodland story and songs 10.30

 Woodland party 11.30 to 1.30 (children only)

 Oak Room Christmas Crafts 3.30 to 4.30

Friday 20th December End of term 12.15pm finish

23rd December to 3rd January No Seagulls

Friday 3rd January Staff Set Up

Monday 6th January Spring Term 2020 – note change in date