**Spring 2020**

*We are looking forward to a New Year and all that it brings, remembering how many blessings we have.*

We start school on **Monday 6th January** 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: Enclosed is a list of topics. We welcome any parents who could help with topics – visits, materials, books, etc.

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 remember to check the parent site at least once a week. For those who sleep, have nappies, etc. there are daily notes. On Monday 15th January we are having an event when parents can ask questions and refresh knowledge on all the amazing things the parent site can do for you and your child.

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: Kerry with Charlotte, and Paige

Woodland: Sally with Cassie, Jess, Jodie, and Helen.

Riverside: Marie with Jodie, Paige and Phoebe.

We are looking for more staff with a heart to work with children, it is hard work but **so** rewarding. Please do let us know if you have any ideas.

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, Topics

**Dates for Spring Term 2020**

Friday 3rd January Staff Set Up

Monday 6th January  **Start of term**

Notice due if leaving on 3rd April 2020

Full fees or payment plan in writing due

Monday 13th January Parent meeting for MMC questions 9.15 to 10.15

Monday 13th January Oak Room & Riverside Open classroom 4.30pm to 5.30pm

Wednesday 15th January Woodland Open classroom 4.30pm to 5.30pm

Friday 17th JanuaryLighthouse request for all OCC funding forms to be returned.

Saturday 18th January 9.30 to 12.30 staff training

Saturday 1st and 8th February Staff 1st Aid training – full days

17th to 21st February Half term - Seagulls available

Tuesday 25th February Open Morning 10.00am to 11.00am

Monday 2nd March Oak Room Parents Day

Tuesday 3rd March Riverside Parents Day

Wednesday 4th March Woodland Parents Day

(Thursday 5th March (Parents Day - additional if needed)

Friday 3rd April End of term 12.15pm finish

6th to 17th April Easter Holidays Seagulls

Monday 20th April Staff Set Up

Tuesday 21st April Summer Term 2020