



Charity number: 1114179

Riding Mill Outdoor Preschool

Broomhaugh CE Aided First School
Church Lane
Riding Mill
Northumberland
NE44 6DR

Preschool Leader - Ruth Brown

Email: leader.rmop@outlook.com

Tel: 07368223910

18th January 2021

Dear Parent/Carer

Now that the uncertainties of the new term have begun to settle down, I am writing on behalf of the RMOP Management Committee for a number of reasons.

Firstly to thank Ruth and the team publicly for the sterling efforts they continue to make to keep our setting open to all and as safe as it can possibly be. As you will know from Ruth's letter of 4th January, there were several unresolved issues relating to staffing, government guidelines and local authority instructions. Much of this is now clearer – but we do know how quickly things can change!

Secondly, we would like to thank YOU for your support and understanding in these uncertain times. We ask that you continue to adhere to the guidelines for drop-off and pickup (wear a mask, try to stagger times so that there is no mingling in the entrance area and maintaining hand cleaning and 2m distancing rules) and let Ruth know if there is any variation on your 'normal' hours.

Because we are required to remain open and we are maintaining our normal high staffing ratios, we are unable to furlough any staff as we could in the previous lockdown. We are therefore heavily dependent on receiving our normal income and so the following information may be useful to you.

Funded places: We are told that the EY funding from Northumberland will be based on the headcount information which Ruth submits this week. This means that your normal sessions will still be funded and if your child is still attending, the invoice you receive will include additional or Scurries hours not covered by your 15/30 hours, plus the voluntary 'snack' contribution as usual. If you have chosen not to send your child, your invoice will be for information only and will detail the hours of funding based on the headcount census.

Self-funded places: You will be invoiced for the sessions that you requested with Ruth when you completed and signed the most recent childcare agreement in your registration pack. If you choose not to send your child to a session, or drop off late /pick up early, you will still be invoiced for the session UNLESS the absence is due to self-isolation or because you are awaiting the results of a Covid test. In this case there will be a retrospective adjustment but please be patient: our admin and financials are completed by volunteers and it can take some time to sort complicated issues! If you need to make substantial changes to your sessions, please notify us in writing, giving as much notice as possible. We will try to offer some flexibility in our normal 'T and C's during these unusual times, but we also have a responsibility to safeguard the financial future of our setting. If you are fully self-funded and currently choosing not to send your child to any sessions, we will be in contact separately to discuss holding your child's place with RMOP.

Going forward, we plan to continue operating as normal. All the staff are fit and well and we do have contingency plans to cover any absences. Please continue to liaise with Ruth about any changes to your sessions or circumstances and always confirm by email.

Many thanks for your continuing support and cooperation.

Kind regards,

Carole Smith on behalf of the RMOP Management CommitteeS