



If you have any questions, please do not hesitate to contact us

020 7266 1616

or

07973 508 511

info@littlesweethearts.co.uk

We offer regular visits to parents wishing to view the school.
Please telephone or email us to arrange a visit.

We opened in 1995 and this year we celebrate our 29th anniversary.



CHILDREN LEARN WHAT THEY LIVE

If a child lives with criticism, he learns to condemn. If a child lives with hostility, he learns to fight.

If a child lives with ridicule, he learns to be shy.

If a child lives with shame, he learns to feel guilty.

If a child lives with tolerance, he learns to be patient.

If a child lives with encouragement, he learns confidence. If a child lives with praise, he learns to appreciate.

If a child lives with fairness, he learns justice.

If a child lives with security, he learns to have faith.

If a child lives with approval, he learns to like himself.

Dorothy Law Nolte



TESTIMONIALS

We have, over the past 29 years, received countless testimonials from our parents. We are happy to share a small selection. For privacy we have substituted our parents and children's names with initials.

Our daughter's experience at Little Sweethearts was phenomenal! Although she entered the school mid-year, the teachers instantly made her feel welcome and helped her quickly become part of the class. Little Sweethearts offered a developmentally appropriate curriculum that was tailored to each child. Our daughter absolutely loved Little Sweethearts and couldn't wait to go to school each day!

C.C.

Dear Mrs Eaton, Little Sweethearts Montessori has really proved to us how much power a teacher has to shape young learners. Our son joined in the late summer term, and this was his first experience of formal education. Mrs A. and Miss A. are outstanding teachers who really took him under their wing, nurtured him, and continued to support him in his learning journey. We will be eternally grateful for how much our son excelled and was passionate about going to school. We cannot thank the school enough.

T.A.

Dear Mrs Eaton, Thank you for showing us around the school yesterday, it was a pleasure to meet with you. We were taken with your school and its ethos and can understand why friends and family have told us such great things about you. We are therefore happily and hopefully sending you our application form for our son, now three months and in the meantime we hope for good news.

R.H.

We have had our two children attending Little Sweethearts over a period of 4 years. We cannot praise the entire team highly enough! The care, attention and warmth the nursery have shown to our two children is simply outstanding! Every day we dropped off our child, we felt confident and happy that they would have a wonderful day and receive the best care possible!! The staff plan so many brilliant activities for the children and it is amazing how much they learn all the time! The nursery itself is beautiful, very clean and tidy! By sending our children to Little Sweethearts we were 100% confident that we were furnishing them with the best possible start in terms of the education, confidence and all round social skills!

A.B.

Little Sweethearts is an amazing nursery school. Our daughter went to Little Sweethearts for two years. The teachers are truly caring, extremely knowledgeable and they teach according to the child's individual needs and interests. The teachers knew our daughter very well and provided us with regular detailed updates on how she was doing and how to support her best. The environment at the nursery is calm, peaceful, organised and promotes learning. The nursery has a very gentle approach to settling in, which for us was very reassuring and comforting. Our daughter loved school, looked forward to going to school every day and even asked us to enrol her full days (instead of just mornings). We are looking forward to our second daughter starting nursery at Little Sweethearts!

S.P.

We have thoroughly welcomed and celebrated the warm, kind, supportive and educational environment at Little Sweethearts.

J.A.

My child started nursery right after he turned two. I can see he really blossomed and learned new things every day. I especially looked forward to the arts and craft that he got back every Friday. He really bonded with his teacher and I was pleasantly surprised when pointed them out and said their names. He had clearly bonded with them. He settled into the new environment and responded to the nurturing environment and teachers.

M.C.

Dear Mrs Eaton, I want to thank you so much for providing our son with the best possible start in life that we could have wished for. Little Sweethearts has transformed our shy withdrawn little boy into a confident and increasingly sociable child. Down to the loving care and devotion of your wonderfully skilled staff. He is so happy and just cannot wait to get there each day. We would love our third child, due to be born this October, to start with you.

L.F. & Y.F.

My daughter had her first school experience at Little Sweethearts. Miss K and Ms F. nurtured her love for learning and reading! All teachers are very caring and patient educators who embodied their passion in every day learning. M. barely spoke English when she started in September and she became a confident speaker by the summer. We were amazed with her development and progress.

G.G.

We love the Montessori method and the approach taken by the school. The school has a warm yet disciplined atmosphere that nurtures children to be more independent and learn their desire for learning.

Y.K.L.

We are hugely grateful for the wonderful start you have given our son, and for your support in making his transition very simple. With thanks and love.

D.G. & H.G.

Dear Mrs Eaton, We would like to say thank you and to show our appreciation for your wonderful school and excellent teachers. Our daughter has enjoyed her two years at Little Sweethearts and we feel that she has gained all the confidence she needs to start school in September. A big thank you!

H.B.

Thank you for the tour of the school. I was amazed at how calm, relaxed, and what concentration the children had. I like your school very much and would be delighted to send my son.

L.D.

We shall be very sad to leave Little Sweethearts, even writing this letter brings a lump to my throat. You and your staff have created such a wonderfully warm and loving environment and my son has loved his time there from the very start. We shall miss you all terribly.

J.P.

Just a note to say a huge thank you to you Mrs Eaton, and all your team for looking after our son so well during his two and a half years at Little Sweethearts. He has had a wonderful time, made many special friends, and learned an enormous amount. We, as parents, could not have been happier with his first experience of school life.

J.L.

Thank you very much for all the attention, care and excellent teaching he has received over the last two years, it's been fantastic; and thanks to all of you we can honestly say that he loves going to school. We look forward for our second son to join you in a year's time.

I.M.L.

Dear Mrs Eaton, Thank you so much for all that you have done for my son. He has transformed in his time at Little Sweethearts, and is a confident and happy little boy, ready for all the challenges of school life ahead of him.

L.K.M.

My friends have spoken very highly of your school and having visited you today I very much hope that my son will be given a place.

C.G.

Thank you for the enjoyable time both my sons had at Little Sweethearts. We will greatly miss the school and the warmth and care it offered.

S.A.N.

We want to sincerely thank you for all you have contributed in relation to our son. He has grown and developed in so many ways since attending Little Sweethearts. Our experience with your nursery has been excellent and we would highly recommend it to other parents.

R.S.

We have seen our daughter's wellbeing improve greatly since her enrolment with the school. Your work and patience with her is greatly appreciated and the hard work committed by your staff has made a significant difference.

P.M.T.

To those of you who have guided E. through his first experiences of education we sincerely want to thank you for all your efforts and the affection given to him in these years. We also want to let you know how grateful we are for all the attention from your school. He will certainly have some beautiful memories to keep for his whole life and we look forward to him reminding us of them in the future.

G. & J. M.

We wish all at Little Sweethearts all the very best. Keep up the wonderful work.

J.P.

I am writing to you to thank you very much for taking the time to accommodate and me. We were both very impressed with how happy the children were and how neat everything was. We are happy that our son has a space and look forward to him beginning his school life under your wing.

A.M.

Dear Mrs. Eaton, Thank you very much for providing such a wonderful experience for G. this spring at Little Sweethearts. We are grateful to you for opening a spot for her, helping her transition to London and creating a warm and supportive learning environment. All best wishes to you and your teachers and staff for a relaxing and restorative summer. With warm thanks.

T.L. & E.D.

Dear Mrs. Eaton, Another class of happy little children ready for their next adventure! Thank you so much for creating a safe and happy learning environment for our children to grow, explore, learn and thrive. Your continuing help, support and care has been fundamental for our children's happiness and wellbeing. With all our love.

A. A.

Dearest Mrs Eaton & Team, Thank you for everything and for being E. and S's "safe harbour". We will miss you! Forever grateful.

C. & E.

Dear Mrs Eaton. L.'s departure is tinged with sadness as this is the end of a long era in the S. household and she is the last of our four children to attend Little Sweethearts. They have all enjoyed their time there very much and their development has been greatly enhanced in a happy and caring environment. We are very grateful to you all. With very best wishes.

D.S.

I have been thrilled with the decision to send F. to Little Sweethearts. He has thrived, visibly growing in confidence, from the combination of nurturing and learning from the lovely team. The long tenure of the staff there speaks volumes.

S.S.

Dear Mrs Eaton, I would like to take this opportunity to thank you for the kind support in providing R. with a positive and wonderful first nursery experience.

Mr. & Mrs K.

Dear Mrs Eaton, We would like to express our sincere thanks for all the support and kindness which you and your staff have given to our daughter. We are looking forward to seeing you again in autumn after we come back to London with our new baby.

Y. & Y. Y.

Dear Mrs. Eaton, D.'s departure from Little Sweethearts is a very opportune time to express our gratitude to you and his teachers. It seems such a long time ago since his first day at your school but I still remember our apprehension as to whether the transition may have proved too difficult for him. However credit must be given firstly to the incredible resilience and adaptability in his personality and secondly to the gentle understanding he had from all of you. His time at your school will always be remembered with fondness by Mr. M. and myself. I am sure it will serve A. well in the future simply because it was such a happy time for him.

S.M.

It has been a pleasure for M. to be in your school. We have been very happy with the education M. has received and the friends he has made. Having him in Little Sweethearts has made his and my transition to London a pleasant one. Thank you.

J.K.

My husband and I would like to thank all the wonderful teachers who made S.'s time at Little Sweethearts very special. She developed self confidence, she learned about numbers, colours and shapes. She loves the songs that you teach her and her art works. She will miss the warm environment that you have been able to create.

D.L. & F.S.

We are extremely pleased with the wonderful care, attention and learning Little Sweethearts provides to our daughter. The school is kept in immaculate condition and the children are taught key developmental skills as well as good manners. Our experience with the teachers has been a pleasure, the staff are all so attentive and always available to provide updates and discuss any concerns. We look forward to our daughter returning next term and her benefitting from the experienced care she receives at Little Sweethearts.

M.L.

LITTLE SWEETHEARTS MONTESSORI SCHOOL

PROSPECTUS

FOUNDATION

Little Sweethearts Montessori School at St. Saviour's opened in September 1995 and offers children aged between two and five the best in care and education. St. Saviour's Church Hall was completely reconstructed to create a purpose built spacious nursery school providing a secure and comfortable environment in Little Venice. The school is based on Montessori principles and offers full and part time places. We have an outdoor playground nearby.

SCHOOL HOURS

| | | |
|-------------------|---|---------------|
| Full day | : | 08.45 - 15.45 |
| Morning session | : | 08.45 - 11.45 |
| Afternoon session | : | 13.15 - 15.45 |

TEACHERS

It is the school's policy to employ warm, tender, professional, and highly dedicated teachers who work with love and diligence to achieve our aims. They are all Montessori qualified and have First Aid Certificates. We promote stability and continuity of staff. There is a minimum ratio of one teacher to six children.

We operate a one-to-one system to ensure a smooth transition from home to nursery. A member of staff is allocated to each new child until the child becomes familiar with the environment and daily routine. The teacher pays close attention and responds affectionately to the newcomer's individual needs, allowing the child to adjust to the new situation at his/her own pace. Specialist teachers visit us weekly to teach Music, Gymnastics, French, Drama, Computer, & Ballet.

AIMS

We aim to help children develop self-help skills, the power of concentration, self-discipline and diligence, self-worth and independence, courtesy, kindness, and respect for others. They are encouraged to become socially adept at the appropriate developmental stage. Each child is a special and unique individual. The children's particular learning needs as well as their personal, social, and physical requirements and preferences are respected and catered for so that they can utilise their potential to the best of their abilities.

Our aim is to make learning an enjoyable, exciting, and challenging experience which will give a good foundation to the children for many "happy learning" years ahead. The habits and skills developed in early years will help them to concentrate and work efficiently for a lifetime, no matter where they go.

MONTESSORI CURRICULUM AND ACTIVITIES

Maria Montessori, an Italian doctor, believed that each child is motivated from within by a natural curiosity and love of knowledge. She developed a distinctive approach to the education of young children which has been reinforced by modern educationalists. She observed that the early years were crucial in promoting "learning" as each child goes through "periods" for learning a particular skill - putting things in order, counting, reading etc..

The duty of the educator in a Montessori classroom is to observe each child closely to determine his/her natural developmental stage, and to supply the child with the learning material appropriate to his/her interests. Sometimes she will divert a child that chooses a material beyond his/her ability; at other times she will encourage and inspire the hesitant child.

The Montessori classroom is designed to put the child at ease. Tables, chairs, shelves, everything the children use, are child-size. In this "prepared environment" children have physical as well as mental freedom. They are free to select and help themselves to the equipment for an activity. By pursuing his/her individual interests the child acquires an early enthusiasm for "learning".

The Montessori Materials are specifically structured and designed for individual work. They can be divided into three main groups:-

- *Practical Life Exercises* are enjoyable tasks based on day to day activities in the home;
- *Sensorial Material* can be used by all ages and is aimed at sharpening children's senses so that they can distinguish, categorise, and relate new to existing knowledge.
- *Academic Materials* give the child the basic skills of reading, writing, and arithmetic. Using the Montessori Teaching Material a basic vocabulary and understanding of Cultural Subjects (Geography, Botany, History) and Grammar is gradually introduced, always promoting the natural-growth of the child, never pressurising him/her.

We will gladly provide you with more detailed information about the Montessori curriculum and philosophy if you wish to enquire.

OTHER ACTIVITIES

In order to foster stimulation and learning, as well as laughter and fun, children are provided with regularly changing enjoyable projects. There is a wide choice of activities to provide for different tastes including - books and stories - singing - music appreciation - ballet - creative art - crafts - second language - computing - poetry - "let's pretend" - games - cooking - creative play (clay/water/paint) - adventure play equipment - nature table - pet corner - educational & leisure outings.

VIEWING THE SCHOOL & REGISTRATION

It is the school's policy to receive all prospective parents and children warmly and informally. The principal will gladly arrange a suitable time to show you and your child around the nursery school. We believe that it is important for you to have plenty of time to view the school and to have the opportunity to ask any questions that you wish. If you feel like having a second look do not hesitate to make another appointment.

SETTLING INTO THE NEW ENVIRONMENT

Some children will adjust to their new environment quickly and easily. For others the transition from home to nursery may take a little time. Initially please be prepared to stay with your child, if necessary for the first few days - your presence will help your child to establish a relationship with his/her teacher in an atmosphere of security.

We will always be sensitive to the needs of children and parents, however the following are our recommendations:-

- if your child feels under the weather on the first day of school please feel free to let him/her rest until he/she recovers health and spirit, but keep us informed;
- during the early days allow your child to bring his/her favourite toy to the school;
- let your child choose his/her own activity and sit with him/her;
- the teacher will wait for an opportunity to join in at an appropriate moment;
- after a while, when your child is getting along fine with the teacher, become involved in some activity other than your child's to see whether he/she can cope without you;
- when you and the teacher agree that the time has come for you to depart, say goodbye to your child and leave with confidence;
- if you still feel anxious after you have left the building give us a call and have a word with the teacher who will be pleased to update you on how your child has been getting on since you departed;
- relax, and be assured that your child's teacher will be very responsive to your child's needs, and attend to him/her lovingly *at all times*.

Once the settling in process is happily over, continue to keep in touch with us. There will be two formal occasions each year for you to talk about your child's development but whenever you feel the need just contact the teacher informally. We will always make time for you, however busy we are, because we greatly value exchange of views and information.

Consistency is an essential part of the settling in process and we therefore only accept children attending morning sessions on the basis that they attend five days a week. Missing out certain days causes uncertainty and confusion not only to the absent child, but also to the remaining children in the class. This is of course with the exception of absence on account of illness.

MEALS AND SNACKS

The school will offer attractive and nutritious meals carefully considering dietary needs and taking account of different cultural and religious backgrounds.

There are snack times in the morning and the afternoon. Children are provided with a choice of organic milk and filtered water. Snacks for example cheese cubes, scones or savoury biscuits, mini croissants, bread and butter, fruit salad or dried fruit (without stones) will be offered. There will always be a good variety.

We have an anti-sugar policy in the school only because we are concerned about the children's dental health. Cakes, scones etc. that the children bake at school will contain no sugar.

CLOTHING

Whilst your child's teacher is always there to help we encourage the children to be independent and to do as much as they can for themselves such as taking off their shoes and coats, and managing to go to the loo without assistance. Accordingly we recommend shoes with simple fastenings. Plimsolls and quick fastening trainers are fine but we do not accept lace-up shoes or clogs. Please provide your child with a pair of slippers which we will keep at the nursery so that he/she can change upon arrival and before going home. Dungarees are also too difficult for them to manage on their own. We would be most grateful if you avoid lace-up shoes, clogs, and dungarees!

At the beginning of term children should bring a bag with:-

- a pair of slippers;
- Wellingtons;
- spare clothing (a track suit, underwear, and a pair of socks).
- one passport size photograph of your child which will be affixed to his/her cloakroom peg to assist him/her with identification.

Children wear an overall in the classroom to protect their clothing.

All items must be marked with your child's name.

EQUAL OPPORTUNITIES STATEMENT AND POLICY

Little Sweethearts Montessori School is an equal opportunities employer. We choose our staff on the basis of their abilities. We disapprove of prejudice and believe that cultural differences can only enrich society. We acknowledge each child's self-worth and help our children to strengthen their self-image. We provide books, pictures, puzzles, stories, and songs in different languages to present cultural diversity.

We are committed to provide the best for all children in a happy environment; we earnestly believe that they deserve it.

LITTLE SWEETHEARTS MONTESSORI SCHOOL

FEES 2023/2024

(Please see note regarding funding)

| | |
|------------------------|-----------------|
| Registration Fee | £100 |
| Full-time Place | £4,747 per term |
| Mornings only | £2,754 per term |
| Afternoons only | £2,274 per term |

Fees for the first term of entry to the School are payable by the last day of the preceding term's half-term break. Fees for subsequent terms are payable by the last day of the preceding term. We kindly request the prompt settlement of fees by these dates. In order to balance staffing levels we allocate places well in advance and in the event of late payment cannot guarantee a place in the school.

Occasional Sessions

Please note that occasional sessions are subject to availability and only offered to those children that attend either 5 full mornings or 5 full afternoons per week.

| | |
|------------------|-----|
| Full Day | £95 |
| Mornings | £55 |
| Lunch only | £20 |
| Afternoons..... | £45 |

Optional Classes

| | | |
|-----------------|------|----------|
| Yoga..... | £150 | per term |
| Music..... | £150 | per term |
| Gymnastics..... | £150 | per term |
| French | £150 | per term |
| Drama..... | £150 | per term |
| Violin..... | £150 | per term |
| Computer..... | £160 | per term |
| Ballet..... | £170 | per term |

Fees do not include specialist visiting teachers, school minibus, excursions, or catering.

FUNDING

We are a recognised recipient for the Funded Early Educational Entitlement (FEEE) and will apply for this where your child is eligible. Whilst the FEEE does not cover the total cost of our provision of our Montessori Teaching nevertheless represents a valuable contribution towards total fees.

We also accept both childcare vouchers and tax-free childcare payments.

WITHDRAWAL

We have a long waiting list and therefore trust that you will appreciate our requirement that, in order to regulate admissions, A FULL TERM'S NOTICE IN WRITING in accordance with our Terms and Conditions must be given if you wish to withdraw your child from the school. In the absence of this notice a full term's fees will be payable. (Please refer to our Terms and Conditions for details of notice requirements.)

LITTLE SWEETHEARTS MONTESSORI SCHOOL

St. Saviour's Church Hall, Warwick Avenue, Little Venice, London W9 2PT
Telephone: 020 7266 1616 Fax: 020 7266 0288 Email: info@littlesweethearts.co.uk

REGISTRATION FORM

PLEASE COMPLETE THE FOLLOWING DETAILS IN BLOCK CAPITALS

Proposed term of entry (*please underline month and complete year*)

SEPTEMBER 20.....

JANUARY 20.....

APRIL 20.....

If a child fails to take up his/her firm allocated place when it falls due we regret that we are unable to hold it open for a future date.

I would like my child to attend the school (*please underline*)

FULL TIME

MORNINGS*

AFTERNOONS*

** Please note that all children attending morning and afternoon sessions are required to attend 5 days a week. Please refer to the 'SETTLING IN TO THE NEW ENVIRONMENT' section of the Prospectus*

OTHER (*please specify*)

Name of your child

Date of Birth.....

Home address

.....

Home telephone & fax numbers.....

Mobile telephone number..... Email address.....

Name, address, and telephone number of your family doctor

.....

Name, address, and telephone number of present school (if any)

.....

School to be attended after Little Sweethearts Nursery School (if known).....

.....

Languages spoken at home (apart from English)

Nationality Ethnic Background Religion.....

MOTHER

Name (Mrs/Ms/title)

Home address (*or as above*).....

.....

Home telephone & fax numbers (*or as above*).....

Mobile telephone number..... Email address.....

Work address and occupation.....

.....

Work telephone & fax numbers

FATHER

Name (Mr/title)

Home address (*or as above*).....

.....

Home telephone and fax numbers (*or as above*).....

Mobile telephone number..... Email address.....

Work address and occupation.....

.....

Work telephone & fax numbers

LEGAL RESPONSIBILITY

Who has legal responsibility for the child? Please give full names and indicate whether individual or joint responsibility?.....

.....

Other responsible adults to be contacted in an emergency (Grandmother, grandfather, aunt, uncle, family friend, local relative or neighbour - please give as many names as you can including home and mobile telephone numbers)

Name & telephone numbers

Name & telephone numbers

Name & telephone numbers

Next of kin (please give full name, address & telephone numbers)

Please underline if your child has had: - Chicken Pox - Measles - Whooping Cough - German Measles - Polio - Smallpox - Scarlet Fever -Diphtheria

Please underline if your child has been immunised against:- Whooping Cough - Diphtheria - Tetanus - Smallpox - Polio - Measles

Does your child suffer from any allergy or chronic condition? Please specify (allergic to peanuts, sesame seeds, plasters etc.).....

Does your child have a special diet?

Is your child on medication?

Is there anything else of importance that you wish to let us know concerning your child?

How did you first come to hear of our school?

We/I enclose a non-refundable registration fee of £100.

(BOTH PARENTS PLEASE SIGN BELOW)

..... Mrs/Ms/Mr/title Date:
Signature (please print full name)

..... Mrs/Ms/Mr/title Date:
Signature (please print full name)

Please also read and sign our Terms and Conditions (attached) and return a copy with this registration form. Your application for a place at the school (whether for a firm place or to be placed on the waiting list) will not proceed until we have received a fully completed Registration Form together with payment of the current registration fee. If you need any further explanation please do not hesitate to contact us.

LITTLE SWEETHEARTS NURSERY SCHOOL LTD. TERMS AND CONDITIONS

PLEASE SIGN AND RETURN THIS COPY WITH YOUR REGISTRATION FORM

In these terms and conditions

"The School" is Little Sweethearts Nursery School Ltd. trading as Little Sweethearts Montessori School at St. Saviour's Church Hall, Warwick Avenue, Little Venice, London W9 2PT;

"Parents" are the parent/s or legal guardian/s or the person/s otherwise legally responsible for a child attending the School.

REGISTRATION - If you wish your child to attend the School you will be asked to complete a registration form and return it with the current registration fee. Whilst we reserve the right of acceptance, you will normally be offered a confirmed place if one is available. If not we will be pleased to place you on our waiting list. Allocation of confirmed places is solely at our discretion and in assessing priority we take into account a number of factors including the individual needs and learning progress of each child; whilst we will endeavour to give priority to early applicants confirmed places are not necessarily allocated in the order in which a child is placed on the waiting list.

FEES - The school does not currently operate a fee deposit scheme but Parents of any child attending the School will be required to pay fees in advance. Fees for the first term of entry to the School are payable at the latest by the last day of the preceding term's half-term break - if payment is not received by the School by this day any place reserved for the child will be cancelled without notice and without compensation and will be offered to a child on the waiting list. If Parents subsequently decide not to send the child to the School fees paid in advance are non-refundable. Fees for subsequent terms are due upon receipt of invoice and in any case no later than the last day of the preceding term. Fees are non-refundable. For a child joining the School during the second half of the term 50% of the term's fee will be payable. Fees payable will be those current for new entrants at the time of entry into the School and will be reviewed from time to time. Fees are inclusive of tuition, stationary, and materials for art and design. Any other items and in particular specialist visiting teachers, school bus/minibus, excursions, and optional catering are not included in the fees and will be charged additionally. Should fees remain unpaid on due date the school reserves the right at its sole discretion upon one week's written notice to the parents at the address on file at the school, or by hand to the person bringing the child to school or collecting the child from school, to suspend or terminate a child's place at the school. In the event of termination by the school for non-payment of fees the parents shall be deemed to have given notice of withdrawal effective on the date of termination and all fees including those for the relevant notice period hereunder shall become immediately due and payable. Parents hereby accept that they are jointly and severally liable for the payment of all fees. All cheques should be made payable to "Little Sweethearts Nursery School Ltd". The School accepts most major credit cards.

WITHDRAWAL - Parents must give a full term's notice to the School in writing if they wish to withdraw a child from the school. Such notice should be sent by Recorded Delivery and must be received by the School prior to the first day of the term of intended withdrawal. In the absence of this notice a full term's fees will be payable. If a child is withdrawn part way through a term we regret that we will not be able to refund any part of that term's fees, and in such instances these notice provisions will still apply.

ATTENDANCE - All children should be in school by 8.45 a.m. each day. If your child is unable to attend, please notify the School by telephone before 8.45 a.m.. The School regrets that refunds cannot be made for absence of a child for any reason and in particular for holidays (including public and bank holidays) and sickness. Private insurance may be available to cover such eventualities.

HEALTH - Parents should make the School aware if their child suffers from any allergy. It is the responsibility of Parents to inform the School if children have been in contact with any infectious diseases. Any child with a temperature or suffering from a cold, sore throat, diarrhoea, vomiting, or a skin infection which affects or which may affect other persons in the school should be isolated from other children until he/she has recovered, and in the case of diarrhoea and/or vomiting for at least 48 hours after the last episode. Children who are ill must be kept at home. Should your child become unwell during the day we shall contact you and, if necessary, ask you to collect your child. Non-prescription medicines may be given to children if requested. They should be handed to child's teacher with written permission from the Parents and clear written instructions as to administration and dosage. Prescription medicines must, in addition to written permission from the Parents, also be accompanied by a doctor's letter addressed to the school with full instructions as to administration and dosage. In the case of an emergency, illness, or accident every possible effort will be made to contact the Parents or next of kin of the child at the contact numbers given on the Registration Form or subsequently updated in writing. If they cannot be reached the School shall have the right to act in loco parentis for the child, including hospitalisation if necessary. A teacher or the Principal will be with him/her until the Parents have arrived. In the light of reports in recent years of the risk of pandemics we reserve the right in the event of any illness, or if we in our opinion perceive a risk of any illness, for the protection of children, teachers and

parents at our sole discretion to close the school for such period or periods as we deem appropriate. In such circumstances fees covering the period of closure are non-refundable and we shall not be liable for loss or damages, consequential or otherwise.

COLLECTION - No child will be allowed to leave the premises alone. The person collecting the child must be known to one of the nursery school staff and, if not the Parents, must have their written authority and have been personally introduced to the child's teacher. Please do not send any unknown person to collect your child.

LOSS AND DAMAGE - The School cannot take responsibility for loss of or damage to property or clothing. Children should preferably be dressed in hardwearing, washable clothing. Children should not bring money or expensive toys to the nursery school.

PARKING - *IN ORDER TO AVOID NOISE AND CONGESTION, AND AS A MATTER OF SAFETY FOR ALL CHILDREN, PLEASE FIND AN APPROPRIATE PARKING SPACE WHEN YOU BRING YOUR CHILD TO THE SCHOOL AND WHEN YOU COLLECT HIM/HER. WE WOULD LIKE TO MAINTAIN GOOD RELATIONS WITH OUR NEIGHBOURS. PLEASE DO NOT DOUBLE PARK.*

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PERIODIC CHANGE OF TERMS AND CONDITIONS – We regularly update and/or modify these Terms and Conditions. This may be as a result of changing circumstances, revised or new legislation, or any other matter that we at consider relevant to the orderly management of the School and its business. We reserve the right, at our sole discretion, to change, modify or otherwise alter these terms and conditions at any time. When the Terms and Conditions are updated and/or modified we shall display a current copy on the school noticeboard for a minimum period of two weeks. Such modifications shall become effective immediately upon the posting thereof. Please always read these new Terms and Conditions and if you require a copy please request one from the school office. If a nanny or other person drops off or collects your children from school please ask her/him to request a copy on your behalf. By signing these Terms and Conditions you are hereby explicitly accepting that you are and will be bound by the then current Terms and Conditions as updated and/or modified from time to time.

STATUTORY - The prospectus shall not be construed as containing any representation of fact upon which reliance is made under the Misrepresentation Act 1967. Any statements in the prospectus are intended to be statements of opinion made in good faith and believed to be true, but must not be regarded as representations on the basis of which children are entered for the School. Under the provisions of the Data Protection Act 1998, the Parents hereby give their consent and explicit consent to the processing by the School or any person or organisation acting with the School's authority on its behalf of any personal data or sensitive personal data relating to them and, to the extent if any that it is not exempted under the act, their children.

I/we, the Parents, accept and agree to abide by these Terms and Conditions

(BOTH PARENTS PLEASE SIGN BELOW)

..... Mrs/Ms/Mr/title Date:
Signature (please print full name)

..... Mrs/Ms/Mr/title Date:
Signature (please print full name)

LITTLE SWEETHEARTS NURSERY SCHOOL LTD. TERMS AND CONDITIONS

THIS COPY IS FOR YOU TO RETAIN

In these terms and conditions

"The School" and "We" are Little Sweethearts Nursery School Ltd. trading as Little Sweethearts Montessori School at St. Saviour's Church Hall, Warwick Avenue, Little Venice, London W9 2PT;

"Parents" are the parent/s or legal guardian/s or the person/s otherwise legally responsible for a child attending the School.

REGISTRATION - If you wish your child to attend the School you will be asked to complete a registration form and return it with the current registration fee. Whilst we reserve the right of acceptance, you will normally be offered a confirmed place if one is available. If not we will be pleased to place you on our waiting list. Allocation of confirmed places is solely at our discretion and in assessing priority we take into account a number of factors including the individual needs and learning progress of each child; whilst we will endeavour to give priority to early applicants confirmed places are not necessarily allocated in the order in which a child is placed on the waiting list.

FEES - The school does not currently operate a fee deposit scheme but Parents of any child attending the School will be required to pay fees in advance. Fees for the first term of entry to the School are payable at the latest by the last day of the preceding term's half-term break - if payment is not received by the School by this day any place reserved for the child will be cancelled without notice and without compensation and will be offered to a child on the waiting list. If Parents subsequently decide not to send the child to the School fees paid in advance are non-refundable. Fees for subsequent terms are due upon receipt of invoice and in any case no later than the last day of the preceding term. Fees are non-refundable. For a child joining the School during the second half of the term 50% of the term's fee will be payable. Fees payable will be those current for new entrants at the time of entry into the School and will be reviewed from time to time. Fees are inclusive of tuition, stationary, and materials for art and design. Any other items and in particular specialist visiting teachers, school bus/minibus, excursions, and optional catering are not included in the fees and will be charged additionally. Should fees remain unpaid on due date the school reserves the right at its sole discretion upon one week's written notice to the parents at the address on file at the school, or by hand to the person bringing the child to school or collecting the child from school, to suspend or terminate a child's place at the school. In the event of termination by the school for non-payment of fees the parents shall be deemed to have given notice of withdrawal effective on the date of termination and all fees including those for the relevant notice period hereunder shall become immediately due and payable. Parents hereby accept that they are jointly and severally liable for the payment of all fees. All cheques should be made payable to "Little Sweethearts Nursery School Ltd". The School accepts most major credit cards.

WITHDRAWAL - Parents must give a full term's notice to the School in writing if they wish to withdraw a child from the school. Such notice should be sent by Recorded Delivery and must be received by the School prior to the first day of the term of intended withdrawal. In the absence of this notice a full term's fees will be payable. If a child is withdrawn part way through a term we regret that we will not be able to refund any part of that term's fees, and in such instances these notice provisions will still apply.

ATTENDANCE - All children should be in school by 8.45 a.m. each day. If your child is unable to attend, please notify the School by telephone before 8.45 a.m.. The School regrets that refunds cannot be made for absence of a child for any reason and in particular for holidays (including public and bank holidays) and sickness. Private insurance may be available to cover such eventualities.

HEALTH - Parents should make the School aware if their child suffers from any allergy. It is the responsibility of Parents to inform the School if children have been in contact with any infectious diseases. Any child with a temperature or suffering from a cold, sore throat, diarrhoea, vomiting, or a skin infection which affects or which may affect other persons in the school should be isolated from other children until he/she has recovered, and in the case of diarrhoea and/or vomiting for at least 48 hours after the last episode. Children who are ill must be kept at home. Should your child become unwell during the day we shall contact you and, if necessary, ask you to collect your child. Non-prescription medicines may be given to children if requested. They should be handed to child's teacher with written permission from the Parents and clear written instructions as to administration and dosage. Prescription medicines must, in addition to written permission from the Parents, also be accompanied by a doctor's letter addressed to the school with full instructions as to administration and dosage. In the case of an emergency, illness, or accident every possible effort will be made to contact the Parents or next of kin of the child at the contact numbers given on the Registration Form or subsequently updated in writing. If they cannot be reached the School shall have the right to act in loco parentis for the child, including hospitalisation if necessary. A teacher or the Principal will be with him/her until the Parents have arrived. In the light of reports in recent years of the risk of pandemics we reserve the right in the event of any illness, or if we in our opinion perceive a risk of any illness, for the protection of children, teachers and

parents at our sole discretion to close the school for such period or periods as we deem appropriate. In such circumstances fees covering the period of closure are non-refundable and we shall not be liable for loss or damages, consequential or otherwise.

COLLECTION - No child will be allowed to leave the premises alone. The person collecting the child must be known to one of the nursery school staff and, if not the Parents, must have their written authority and have been personally introduced to the child's teacher. Please do not send any unknown person to collect your child.

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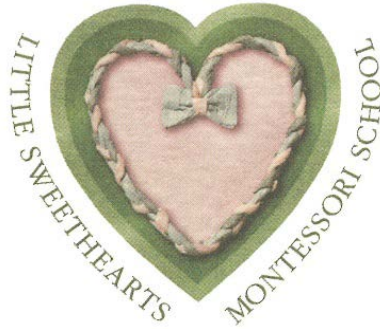
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..... Mrs/Ms/Mr/title Date:
Signature (please print full name)

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Signature (please print full name)



TERM DATES

2023/24 ACADEMIC YEAR

AUTUMN TERM 2023

| | |
|----------------|---|
| Term commences | Wednesday, 13 th September |
| End of Term | Wednesday, 13 th December |
| Half Term | Monday, 24 th October – Friday, 28 th October |

SPRING TERM 2024

| | |
|----------------|---|
| Term commences | Wednesday, 10 th January |
| End of Term | Wednesday, 27 th March |
| Half Term | Monday, 12 th February - Friday, 16 th February |

SUMMER TERM 2024

| | |
|----------------|--|
| Term commences | Wednesday, 24 th April |
| End of Term | Wednesday, 10 th July |
| Bank holiday | Monday, 6 th May |
| Half Term | Monday, 27 th May – Friday 31 st May |