

NURSERY NEWS - 21st September 2018

WELCOME

We would like to wish a warm welcome to West Byfleet Nursery to all new children and their families; as well as welcoming back all those returning to the setting.

NEW MANAGEMENT SOFTWARE

We are in the process of implementing new management software for the setting and would like to make you aware of the following changes; Invoices will now be issued every half term i.e during the first week of each half term. These will be sent out by email.

Emails generated by the new software will be described as from 'Sent on behalf of West Byfleet Nursery <<abacusemails@parenta.co>>' with 'West Byfleet Nursery' in the subject line.

PAYING INVOICES

Our preferred method of payment is by bank transfer and our bank details are;

West Byfleet Nursery

HSBC

Sort code 40 46 48

Account No. 41464167

alternatively, we will accept payment by cheque or cash to the office.

Settlement is due within 30 days.

WAITING FOR CLASSROOMS TO OPEN

For Health and Safety reasons please do not let siblings play with the outside toys and equipment while waiting outside the classes at drop off and pick up times. Your co-operation is appreciated.