



September Newsletter 2018

Kia ora koutou,

HOLIDAYS: The school holidays are nearly with us. Please remember to let us know as soon as possible if you will be changing your child's booking during this 2 week period. Because we also have staff taking school holidays it is really important that we do not waste money paying for relief staff to come in and cover, only to find we have many children who are not going to be attending. Please use the pink forms to let us know of any changes.

POLYFEST: Our children did a great job at Polyfest this year. It was lovely to see so many parents and whanau members there supporting the group. Many thanks to the Totara team for all the work they put in to get the children stage ready.

DEBT: We have a significant number of families with overdue accounts. As we approach the festive end of the year we strongly request that you get your accounts up to date so that you have cleared your account at the centre by the final date of attendance for your child for the year. If you have not responded to requests from the office to contact us about your account, we will need to make adjustments on the bookings to help you reduce the amount owing.

STAFFING UPDATE:

New Employees: We are pleased to announce the appointment of Claire Clarke: Claire comes to us with experience in leadership at ABC Kelvin Street and teaching at Salford Pre-School. Claire will be the Team Leader in Te Rito. Claire will start on October 29. We are also delighted to have Damelza Beck in the Koru Team and Amy Mackay in the Totara Team.

Head Teacher & Teacher Appointments: We are also very pleased to confirm that Karen Gill has been appointed as Head Teacher for the centre. Karen has been acting in this role since Robyn Leckie left and we are delighted that she has accepted this new role of responsibility on a permanent basis. We are also pleased to confirm Danella Fletcher, Nicole Gibson and Jude McCabe in permanent teacher positions at the centre.

Room Change in Totara: As previously stated, we will be splitting our Totara room in to 2 teaching teams but frustratingly we are probably going to be held up with this plan as we wait for tradesmen to come and do the required work. The carpet is now meant to be started on Monday 1 October so we might just manage to meet the end of the school holiday dead-line. We will keep you updated.

The Staffing Teams will be as follows:

TOTARA TEAM: Team Leader = Joanne Fukuda.

Team Members = Hallie Davidson, Kathy Obers, Mike Richards, Justine Roff, Kylie Smith.

KAWAKAWA TEAM: Team Leader = Debbie Palfrey.

Team Members: Nicole Gibson, Amy Mackay, Nicky Ryan, Petrina Smart.

TE RITO TEAM: Team Leader = Claire Clarke

Team Members: Tracylee Barr, Pippa Brookland, Karyn Flett, Jude McCabe, Maria Simpson.

WAIHOPAI TEAM: Team Leader: Tracey Lepetia

Team Members: Nicky Dougherty, Trudy Macpherson, Shelley McDougall, Susie Wilson, Makayla Horton, Annie Terepai.

KORU TEAM: Team Leader: Christine Winder

Team Members: Damelza Beck, Tracy Carter, Lisa Cunningham, Jenny Empson, Danella Fletcher, Jacque McNaughton, Mandy Paterson.

BACK UP CREW:

Jan Cody, Donna Cunningham, Tatsuya Fukuda, Helen Goble, Alice Herbert, Sharon Peterson, Melissa Pickett, Terangi Rimaati, Sandra Sutton, Jeremy Werder, Andy Winder.

JACK & JILL FAMILY PORTRAITS:

Remember to make your booking for the Jack & Jill \$10.00 portrait fundraiser. We need 30 families for this to go ahead so please ask your friends and get as many bookings as you can. Information can be found at the office or in your child's room

END OF YEAR DATES:

The centre will close at 3.30pm on Monday 24 December. It will re-open in 2019 for a limited number of children (25) on Monday 14 January till Thursday 17 January operating hours 8.15am – 4.45 pm. When we open for this week we use the Te Rito area and have all children in the same room with a selection of teachers from all rooms in the centre.

The centre is closed on Friday 18th for Teacher only day. Normal operating hours resume on Monday 21 January. (7.30am – 5.30pm)

Please fill out the attached form if you wish to book for the early week, and hand it in to the office by 19 November. We will take bookings for this on a first come- first confirmed basis.

Remember to share any concerns or queries you have with the teachers or contact the office on 03 2173477 or after hours on 027 357 6998.

Regards

Avril