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May Newsletter 2020- Covid Update – Level 2

Kia ora whanau,

COVID-19: As the prime minister has announced in the 4 pm broadcast today, early learning centres will be returning to normal numbers and hours of operation as of Monday 18 May.

With the guidelines from the Ministries of Health & Education, the staff have worked through a Safety Plan for our re-opening in Level 2. Please read this carefully and phone or email the centre if you have any queries.

We know how challenging these past 2 months have been for many of you, and equally how challenging coming out of your “bubbles” will be in the near future. Keep in touch with the teachers in your child’s team and/or let the office know if you have any worries about returning. If you have had changes in your work circumstances and you need to change your booking, please let the office know as soon as possible. We would love to hear from you- it has been very quiet for too long!

Enrolment Form: There is an attachment that must be completed for your contact details and your acknowledgement of the increased expectations regarding sickness in the centre, and times to allow for staggered entry and exiting of the centre. If you cannot download the enrolment details, please phone the office and we will arrange for a hard copy to be left in your mailbox or we will arrange a time for you to collect the hardcopy from the office. We will be unable to start children until we have a completed copy of these enrolment details.

Payment of Accounts: The centre has sustained a financial loss during the lockdown. We are very grateful to all those families who have kept up their payments during the Level 3 & 4. We understand that for some families it has been challenging to keep up the payments. For those families with an outstanding debt we will negotiate some booking adjustments if you wish your child to have an immediate return in Level 2. Please phone the centre as soon as possible if this applies to you and discuss options with Helen or myself.

Drop off / Pick Up Routines: Each room will have their own entrance area which is signposted in the carparks. Totara, Kawakawa and Waihopai entrances are from the centre carpark off the Stadium road. Koru and Te Rito, and office visitors will access from the Isabella Street carpark.

In Level 2, parents will **not** be able to come into the play areas. For each where there will be a drop off zone- When we confirm your booking, we will advise you of your designated time for the drop off and pick up at the where entry door. While you are waiting please observe the

required 2 metre social distancing. ("x marks the spot" crosses are spray painted on the pathways). A teacher will unlock the door for you to let you bring your child to the drop off zone. In this transfer zone, you update the teacher of any special requests for the day, sign the day sheet and write your phone number. It would be helpful if you can bring your own pen but there will be pens provided and hand sanitizer available.

We will do our very best to make sure the teacher greeting your child is well known to them so we can help make this transition as positive as possible for all involved.

When you arrive in the carpark, please txt the number of where your child belongs to. These numbers are:

Totara= 021 261 0416

Kawakawa= 021 261 0356

Waihopai= 021 263 7171

Te Rito= 021 261 6548

Koru= 021 265 1730

Office= 027 357 6998

Office = 03 2173477 or 03 2177063

Sickness: With regard to sickness, your child must not attend the centre if they are sick with any of the COVID Symptoms- (a temperature of 38 +; a cough; sneezing and a runny nose; and a loss of their sense of taste) - and they must be symptom free for a full 48 hours before returning. Also, if anyone in your household is sick your child needs to stay home for the 48 hours symptom free before returning.

During COVID -19 Level 2 there will be no holding fee.

If a child becomes sick while at the centre they will be isolated in a sick bay area until the parent is able to collect. We ask that you make sure that you and your work/study place understands the urgency required in collecting a sick child.

We are so excited to finally be getting nearer to some form of "normality," but we do know the transition back will be quite challenging for many of you- and your children. We will do our very best to support you in this transition time. Please give me a call, or email if you have any concerns or worries.

With best wishes to you all for continued good health and the venturing out from your bubbles.

Regards

Avril