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November Newsletter 2020-

Kia ora whanau,

Well done to our fantastic tamariki and staff for successfully coping with the building changes we began last week. We have survived our first week in our temporary set up. Thank you all for your support and patience as we set up our systems to operate in our different spaces. Just a few tips to help this next week work a little easier.

- **PARKING:** Please park to leave enough room for the Pre-school children to walk along the edge of the School bus painted wall. We will be putting cones out each day to mark this walkway off.  
Also if the Waihopai parents use the Isabella Street carpark this reduces the congestion in those busy pick-up periods.
- **Stadium Drop-offs and Pick-ups.** Until 9.30am it is easiest if parents take their children to the Totara and Kawakawa rooms as you always did. The last group to walk over will leave the centre at 9.35am.
- For the afternoon pick-ups, groups will begin leaving the stadium at 2.15 ready for their 2.30 pick-ups in the Waihopai room.
- If you are between 9.35 and 2.15 please drop off/ collect from the stadium.
- If you are ahead of your booked times, please phone the Pre-school cell phone and we will advise you if your child is on the way – otherwise please wait in the Waihopai room. We walk along the back of the badminton courts, and in past the school bus wall and then in to the Waihopai playground. Parents are to use the ramp entrance on the south side of Waihopai (by the pink door)
- If you have more than one child attending, you are welcome to drop them to one room and the teachers will transition your other child later.

If you are unsure of these new routines, please call your child's room on the numbers below:

**Totara= 021 261 0416**

**Kawakawa= 021 261 0356**

**Waihopai= 021 263 7071**

**Te Rito= 021 261 6548**

**Koru= 021 265 1730**

**Office= 027 357 6998**

**Office = Landlines: 03 2173477 or 03 2177063**

Don't forget you can find Helen in the room at the Isabella street end of our big building. We will have a yellow Surrey Park sign placed outside the doorway so you will easily find her. I will continue to be in my office area, but it is a little challenging to locate in the new set up so either phone or call in and tell Helen you want to see me. Karen Gill, our head teacher will be situated at the stadium with the Kawakawa and Totara teams.

**Reminder regarding End of Year procedures.** The centre will close **at 3pm on Thursday 24** December. We will **re-open on January 18<sup>th</sup> at 7.30am.** Forms will be out soon for you to let us know your child's last day for 2020 and when they are starting back in 2021.

**Calendars:** Thank you for your support of the calendar fund raiser: We are excited to let you know we raised \$2201.50 profit, which is awesome. The teachers will let you know when the calendars arrive back at the centre.

**Annual Subscriptions:** Because of COVID-19, our annual general meeting was delayed from March till September. The annual membership subs were set at \$36.00 a year but because of the late AGM, the subs will only be charged for 6 months- taking us through to March 2021. **The \$18.00 charge will be on your invoices this week.**

**End of Year Raffle:** It is that time of the year where we would love if you could please bring in an item that you think would be great to go into a holiday hamper. Donation boxes will be in your child's room to put these in. Raffle tickets will be out soon.

**Sickness:** It is still the requirement that your child must not attend the centre if they are sick with any of the COVID Symptoms (a temperature of 38 + a cough, sneezing, runny nose and a loss of their sense of taste) and they must be symptom free for a full 48 hours before returning.

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 will do our very best to support you in this transition time as our large building is turned around to get the asbestos removal completed safely. Remember to please give the team leader or me a call, or email [director@childcareinvercargill.co.nz](mailto:director@childcareinvercargill.co.nz) if you have any concerns or worries. We appreciate hearing your concerns so we can make changes to make things better.

With best wishes for a smooth transition for everyone as we make these changes.

Regards Avril