

TERM 1 2017

FAMILY NEWSLETTER



Term 1
Completed!

Welcome

We've completed the first term of a new school year, for some the start of 'Big School'.

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COORDINATOR'S MESSAGE

Welcome back to a new year at West Pymble Out of School Care.

As this Newsletter is distributed I'll be enjoying time in Europe with family and will return at the beginning of Term 2.

Welcome to all of our new families. We've settled into our routine for the year and some new Educators have joined us – Alicia Rogers, a WPPS mum with 3 children in the school, and Emily Welinski, a past WPPS pupil currently studying Primary Teaching at Uni.

Term 2 will see some more ex-WPPS students joining us as Junior Educators – we like to keep our ties in the community.

We would like to express our thanks to the Burch Family for their generous gift of a Nespresso machine, milk steamer and a huge supply of coffee pods (which we are rationing out).

And thanks to all parents who have volunteered their time to be on our Parent Committee for 2017, and once again, special thanks go to Sam O'Donnell for looking after our finances. We've had a couple of role changes—our President and Vice-President swapped roles

President—Catherine Perez-Mansill

Vice-President—Anna Butcher

Secretary—Caroline Mead

Happy Holidays, I'll see you all in Term 2

Sonja

AGM & GENERAL COMMITTEE MEETING

We held our AGM and the first committee meeting of the year on 27 March 2017. If you would like any further information please send us an email.

QUALITY AREA 4

STAFFING ARRANGEMENTS

Staffing arrangements enhance children's learning and development and ensure their safety and wellbeing.



A WORD FROM OUR EDUCATIONAL LEADER

All our new Kindy children have settled in very well. They have acclimatised to the routine, made new friends and are quite at home at OOSC. Please take some time to look at our Kindy photo wall and our sibling photo groups.

The older children have been very involved in helping the younger children settle. Integration of play across age groups is always a focus when structuring activities. Our new sports equipment and new board games have been well received., and the new "grass" is fantastic.

Happy Easter, See you in Term 2

Kardina





NEW ROUTINES

We have discontinued taking Kindy bags to the classrooms at 8.15 am. This was requested by the class teachers as they have changed the early morning routine in class.

In the early evening, at 5 pm, we serve a little snack—a cracker or raisin bread, sometimes a piece of fruit. This is very popular

We continue Group Time and walk to class with the kindy children. In the afternoon we meet the kindy children at their classes, visit the bathroom, put bags away and then go in for Afternoon Tea.

As we move through the year we will gradually increase the responsibility of going safely to and from class



Cardboard boxes are the basis of many a creation and we would like families to bring in (or bring back!) empty small boxes, please ensure that the boxes have not contained any nut products. We would like small recycled items for craft such as lids from soft drink and milk bottles, ribbons, tubes (no toilet paper) egg boxes and recycled paper is always needed. If your office has any non-confidential paper for recycling please bring it in.

Once again we have changed the Afternoon Tea locations -

- Kindy meet in the kitchen
- Year 1 meet in the Craft Room
- Yr2—Yr6 meet at the Hall COLA

If the weather is bad we all squeeze inside

Allergies & Asthma

Remember to update and inform us of changes in your child's medical needs



We will hold our next committee meeting on
Monday 1 May
at 7 p.m.

DROP-OFF, COLLECTION & NOTIFICATION OF ABSENCE

Mornings

Many thanks for noting our start time of 7.30 and giving staff time to prepare rooms before entering in the morning. Remember—if your child is NOT attending OOSC but going straight to class you may not sign them in on our register.

Afternoon

All children must come directly to OOSC when the school bell has rung, please discuss this with your child, and we sign each child out to extra-curricular activities and check and sign return to OOSC. Once again, if your child is going straight home and will not attend OOSC they may not be signed out on the register, but will be marked as absent.

A reminder—if a brother or sister under 18 yrs. is collecting your child we require a letter to hold in our files.

Absence

Unfortunately we repeat this point in every newsletter, but we are still having far too many unexplained absences. Please notify our office if your child will be absent. Staff are spending a huge amount of time calling parents. We will place a fine of \$10 on your account every time we have to call to check if a child has been taken home or was absent from school. We must also emphasize that **IT IS NOT THE RESPONSIBILITY OF WEST PYMBLE PUBLIC SCHOOL ADMINISTRATION TO INFORM US OF ABSENCES.**



ACCOUNTS

All accounts are sent out at the end of Week 2 of each term. Payment is due in full by Week 4. Emails come from our billing system HUBWORKS. If you have not received your account please come and see us, please don't leave it until the account is overdue.

If you need to prepare a payment plan please see Sonja de Jong.



OFFICE TIME & ENQUIRIES

We are generally happy to see you when you bring in and are collecting your child but at times we may be busy with other duties, so for a quick chat we can usually help you but for any issues that require a longer discussion please call and make an appointment.

Please avoid coming in the 10 minutes before school when we are busy with kindy group time as it is very distracting for the children and also just after the end of school bell we are focused on getting the children signed in.