

WELCOME TO PARAPARAUMU BEACH KINDERGARTEN

We hope your time with us will be a happy time for you and your family.

Our teachers are:

Chris, Alison, Rose and Cheryl



Our Office Administrator is Michelle.

Our Session Times are:

Rua Group - 3 year olds

08:45 - 12:55 Tuesday and Thursday

Toru Group - 4 year olds

08:45 - 2:45 Monday, Wednesday and Friday

Rima Group - 4 year olds

08:45 - 11:45 Monday, Wednesday and Friday

08:45 - 12:55 Tuesday and Thursday

Contact Details:

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Paraparaumu Beach

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Email: paraparaumu@wn-kindergarten.org.nz



Information for parents about Paraparaumu Beach Kindergarten

Amelia has been invited to start kindergarten on the 24th May 2011. She will attend on Monday, Wednesday, Friday 08:45 - 11:45 and Tuesday and Thursday 08:45 - 12:55.

Welcome to Paraparaumu Beach Kindergarten. We've put some information together to provide a snapshot of our programme, day and opportunities for whānau involvement so that you know what to expect and how you can be involved in your child's learning.

What is unique about our programme?

With our wonderful unique natural outdoor area our programme incorporates learning opportunities about the natural world. This includes the cycles of planting, growing, harvesting, composting, recycling and teaching the children to care for and respect their environment. We are one of 5 Early Childhood Centers in the Wellington Region to have achieved a GOLD Healthy Heart Award.

What is a 'profile'? (prepared for each child while at kindergarten)

Your child's profile is a collection of documentation about the significant learning that they are experiencing. We value your thoughts on your child's learning and invite you to contribute to their profile in any way you feel comfortable. The information from you, your child and from us is used to plan how we can support children's learning.

How do we start the Kindergarten Day?

As part of their arrival routine, children are encouraged to put their bags into their locker, their lunch box/s on the lunch trolley, find their name from the whiteboard and choose their end of session task. Then the children are free to choose where to play.

Please bring the following named items to kindergarten each day:

- A back pack with a change of clothes and additional items like a sunhat or jacket that are relevant to the season.
- Morning tea snack and/or lunch.

Please make sure your child is dressed in **appropriate named play clothing**. Some of our activities encourage or involve messy play.

What food do parents need to provide?

Children need to bring two named lunch boxes with sufficient food for their morning tea and lunch. Water is available throughout the session. If your child has any allergies or intolerances please let us know. Our kindergarten has a healthy food policy and the details of this are in the attached *Food and Drink Procedure*. Suggestions for food to include in lunchboxes is provided. Because of allergies we do not share food.

What is our routine around food?

During the morning children can have morning tea whenever they chose after washing their hands. Tables with cloths designate the places to eat. See Group handout for further details.

What are our toilet routines?

If your child needs help to go to the toilet or is using nappies please let the teachers know. We will work together to support your child to become independent with their toileting. If your child is using nappies please keep a supply in their bag. When we change children a record is kept so if you want information about this please let us know.

Does our kindergarten provide a sunhat and sunscreen and what are our routines around sun safety?

We ask you to apply sunscreen before your child comes in the morning and for your child to bring a named sunhat. On our longer sessions we will reapply sunscreen after lunchtime. Children wear sun hats outside during the summer, Term 4 and Term 1, and we actively remind children to keep their hats on. If you have special sunscreen needs please let us know.

Does our kindergarten have a committee?

YES!! Our committee supports the kindergarten by fundraising, applying for grants undertaking small maintenance tasks and supporting the teaching team. Parents and whānau find that being on the committee is a great way to meet people and to become more involved in our community. New members can join at any time. If you are interested please let us know.

How are parents involved in our kindergarten?

Along with engaging with us about your child's learning we invite you to become involved in our kindergarten community. You are welcome to stay during our sessions and spend time with the children. There is always tea and coffee available so feel free to help yourself. We appreciate parent help with tasks to support the programme such as preparing resources. Along with this we welcome your ideas and feedback.

What other tasks can parents do to help at kindergarten?

We invite parents and whānau to help in many ways; including supporting fundraising events, accompanying children on trips away from the kindergarten, selling raffle tickets, baking for events, taking home washing, gardening, looking after pets and with working bees and end of term clean.

What community partnerships does our kindergarten have?

We support the B4 School Check health programme. Their coordinators come in to kindergarten to carry out their checks in the year prior to each child starting school. Our local schools are Kena Kena and Paraparaumu Beach, although some children attend other schools in the Kapiti Area. You need to enroll your child at School by age 4 years 6 months.

Helping your child settle in to kindergarten

There are several things you can do to help your child prepare for kindergarten. Usually there will be sometime between when you get notified of a place at kindergarten and when your child starts. During this time, we suggest you:

- Visit kindergarten and spend time familiarising your child with the environment, teachers and children (ring ahead to make sure there are no special events planned for that day).
- Point out the kindergarten when you drive past and talk to them about what activities they might do and which friends are there.
- Talk about the teachers by name.

Prior to, or on your child's first day, talk to the teachers and work out a settling plan. Each child is different so they will need differing levels of support or time to settle independently into a new environment.

(Note - you will find more useful information on our Association website – www.wn-kindergarten.org.nz)

Attending Kindergarten

It is really important that your child attends kindergarten for the hours agreed within your enrolment agreement. Not only do teachers plan their programmes around the children attending each session but ECE funding is provided on the basis of a child's regular and timely attendance at kindergarten. Parents, whānau or caregivers need to sign your child in and out each day. Kindergartens must provide this information as part of the ECE funding process. It also provides key safety information in the event of an emergency (as to who is in attendance at kindergarten). Please talk to your teaching team if you have unavoidable reasons for your child not regularly attending kindergarten.

Managing sickness

Please have a plan in place in case your child becomes ill and needs to be collected from kindergarten. If not yourselves, please nominate an alternative person who can collect your child as soon as possible after being notified. There are times we may ask for children to stay away from kindergarten for a period of time after their symptoms have cleared (for example gastro illnesses).

Fundraising

Our kindergartens thrive with the support of parents, whānau and committees. Initiatives or events organised by committees provide funds which go toward making each kindergarten a rich and engaging learning environment. Whether your involvement is at a committee level, actively assisting committee initiatives or attending events, your participation is central to making fundraising efforts a success for your kindergarten.

Policies and Procedures

To operate in New Zealand, every Early Childhood Education service must meet strict Ministry of Education regulations. Each of our kindergartens has a Policy and Procedure booklet which relates to the attendance and welfare of your child. You are welcome to view these at any time.

Excursions

From time to time the children will be taken on short walks near and around the kindergarten. Parents are asked for permission for short walks during enrolment. As part of the learning programme, children may be taken on longer excursions, your permission will be sought on each occasion. Parents and caregivers are welcome to join us. Please read the kindergartens excursion policy for more information.

Enjoy your time at Kindergarten

We hope you will find your time at kindergarten a 'family affair' and feel welcome to spend time with your child, as an individual, with younger siblings or extended family members. A key aspect of our learning programme is the ongoing collaboration and connection with whānau so it's important to us to foster strong relationships with you.