



Welcome back to Term 1

Schools Back For Term 1 2018

Welcome to all our new and returning families! We hope you had fun, safe holidays and are ready to take on Term 1 2018!! Educators at Gosford remain the same for Term 1 2018, Emma Shepherd - Nominated Supervisor, Debra Bowen - Certified Supervisor and Educational Leader and Tahni Wilson - Certified Supervisor (NQF 7.1.3). There will always be a Certified Supervisor on site for consultation about accounts, child development discussions and concerns. All our Educators meet the children's service qualification requirements set out in the regulations as well as first aid, asthma, anaphylaxis, and risk of harm training. Emma will be on leave from 12th February until 2nd March to travel to Fiji for her wedding.

Afternoon Snack Ideas

If you have any suggestions for our afternoon snack we would love to hear about them, we love incorporating the children's suggestions and ideas into our weekly menu. Please see our Suggestion Box near our Sign in an out area. We will be uploading our menus each week to Appessment for you to review and give feedback.

Accounts

Please ensure your accounts are two weeks in advance at all times. Also keep in mind that casual bookings must be paid at the end of each week. If you have any money owing on your account you will be unable to book in any extra days until the amount owing has been paid.

A reminder that there is a \$10 term fee applied to accounts each term and in term 3 we have the \$25 annual admin fee.

Vacation Care

- ✓ Our Vacation Care flyers are nearly ready! We have a brilliant program; keep an eye out for the flyers in your children's school bags in the coming fortnight.
- ✓ If you have already completed an enrolment form for 2018 then all you need to book in for Vacation Care is a booking form. This can be found on our website, in service or you can ask our staff to email one directly through to you.
- ✓ Once we receive your booking form we can issue you a quote for the requested days. Vacation Care fees as well as any outstanding term one fee's must be paid prior to any attendance.
- ✓ Our Vacation Care opening hours are 7am to 6:30pm. Fees will apply to anyone picked up after 6:30pm in accordance with our centre policies.

Feedback

We're always looking for feedback from our children and families. We're running this service for you and we'd like to hear any feedback that you have, good or bad.

Appessment

This app provides families the opportunity to be a part of their child's learning by viewing their documented development. Families are able to like and comment on our documentation, provide feedback through the forms we send out and are provided with notices relating to the care of your child/ren or upcoming parenting courses. (N.Q.F 6.1.2) We have noticed a large number of families who have not accepted our invites to access their child's account. Over the next two weeks we will be resending this invitation which is linked to your email address. Please advise our staff if you are having any issues with your invitation.

Sun Safety and Health

This term we are focusing on sun safety and encouraging the children to take increasing responsibility for their physical wellbeing. We will be going through the proper way to apply sun screen with the children and taking about the dangers of excessive sun exposure on their health.

Labelling Clothing

The children aren't always the best at keeping track of jumpers, hats and other belongings. Especially when they are so busy at play. When the educators find lost property at the service we try to track down the owner if they are still signed into the service. For those who have left for the day, we put your lost items in the schools designated lost property shelves.

To make this task easier please label your child's belongings (hats, jumpers, drink bottles). That way we can help reunite these items with their owner.

April Vacation Care

We are looking at ideas for the next school holidays so please let staff know if your child has an interest in an activity and we can try to incorporate it in the program.

Programming

Remember if there is something happening at home or at school that you think your child would like to share and incorporate into the service please let us know as other children may also get a lot out of the experience.

Donations

We are always on the lookout for donations of any unwanted toys, games, dress ups if you have any of these which you no longer have use for we could put them to good use. Scrap paper is always something we can't get enough of, the children just love to be creative with drawing and cutting and we would love to repurpose any office paper that would otherwise be shredded or thrown in the bin.

Signing In and Out of the Service

All children must be signed in on the roll at entry to the Centre every time they arrive and must be signed out of the Centre as they leave each day.

This is a Department of Education & Community requirement as well as necessary for the safety of all children in the event of an emergency evacuation drill or in the event of a necessary evacuation.