Term 1
Wednesday 29th January, 2014
- Friday 11th April, 2014

Term 2
Monday 28th April, 2014
- Friday 27th June, 2014

Hall Pockets

Please remember to check your hall pockets each morning and afternoon on your child’s preschool day. Your hall pockets will contain lots of important information regarding fees, incursions and any other notes that you may need.

Pre-School Staff

Narelle Bolton Monday – Friday
Lucy Muscat Tuesday – Friday
Carmel DeBono Monday – Wednesday
Louis Woelfl Wednesday – Friday
Julie-Ann Mifsud Monday (admin and fees)
Leanne Mifsud Monday, Thursday and Friday

Pre-School Hours

8.30am - 4.00pm

Facebook

Please like our OLQP Preschool Facebook page. We will post up to date information on news and events. Please note that no photo’s of children’s faces will be posted on our page.

Sign in Sheets

Each day your child attends, please make sure that you sign them in/out, both in the morning and afternoon. At the sign in sheet, there is also a family page where the children can share their stories at group time. There will also be a sign in sheet for your child to practice writing their name each day they come to preschool.
Fees

Term 2 invoices were sent out yesterday via email. If you have not received this email with your invoice, please contact us immediately. Term 2 fees must be completed by week 4, Friday 23rd May, 2014. As we are sending invoices out now, this gives you 9 weeks (including making payments during the school holidays) to pay your fees and have them completed by week 4 of term 2, as stated in our Fees Policy.

If you require a payment plan to pay your fees, this must be arranged with Narelle or Julie-Ann within the first 2 weeks of receiving your invoice. If a fee payment plan is in place, please ensure that you keep your regular payments up to date and on schedule.

Any Term 2 fees that have not been completed Friday 23rd May, 2014 will incur a $15 late fee enforced by the Catholic Education Office (CEO).

Please ensure that you read our fees policy previously issued via email for any further information.

Payments can be made by BPAY, Postbillpay and Eftpos.

Fees are processed on Monday of each week by Julie-Ann (between 9am – 3pm). Please contact her during these hours for any questions on 9631 8901. If you contact the office from Tuesday – Friday, please speak to Narelle. Other staff in the preschool may still take your eftpos payments, however they will not have access to your account information.

P & F Committee

The Pre-school held their AGM on Tuesday 18th March, where the following new committee members were elected:

Chairperson Anne Nott
Vice Chairperson Michelle Bragg
Secretary Jade Baronson
Treasurer Janette Machin
Committee Members Terina Macare, Suzie Lertise

We would like to Thanks these Mum’s for taking up these positions for this year. We would also like to give a big Thanks to our outgoing Chairperson Marnie Haddad for all her hard work last year in this position.

The committee only meets once a term if you would still like to attend these meetings. The minutes of this meeting held will be posted on our website shortly.

The next meeting will be held on Tuesday 27th May, 2014 at 7.30pm.
Easter Hat Parade

Our annual Easter Hat Parade will be held on Friday 11 April, 2014 at 9.00am. Even though Easter is in the middle of the school holidays, we thought we would still put on our parade so the children don’t miss out. The children will be able to wear their special Easter bonnets that they have made with your help and morning tea will be provided.

Please see the note in the Parent Notes tab on website for more information.

Easter Raffle

We are asking each family to make a small donation of some Easter eggs or Easter items for our annual Easter raffle. When you make a donation to the Easter raffle, please see staff as your family will receive an extra ticket into the draw. Tickets for the raffle will be distributed this week; there will be a basket at the sign in sheet for you to place your donations. Raffle tickets have been placed in your hall pockets for your distribution. Tickets are 50c each or 3 for $1.00. Please see your hall pockets for tickets.

Uniform and Spare Clothes

Please send your child to Preschool in sensible, sun safe clothing and footwear (thongs and strappy shirts are not allowed). Make sure they always have hat, as ‘NO HAT NO PLAY’. There is Pre-school clothing available if you have not already purchased some. Please remember to send spare clothes in your child’s bag in case of any accidents, water play or becoming dirty while playing.

Parking/Drop Off

The driveway for the Pre-school is only to be used as a 5 minute drop off. Please be aware that if there is a car in front of you, this may take a little longer, so please be patient. If you need to speak to the teachers, please park on the road. The grass area is only for staff parking.

If you have another family member picking up your child, please make sure that they are also aware of the parking/drop off rules mentioned above.

Health Food Policy

At Pre-school we follow a health food policy. Please send fruit with your child for morning tea and for an extra snack (if they are still hungry). Some healthy suggestions are dried fruit, yoghurt, cheese, carrots, celery or other vegetables. A sandwich is recommended for lunch as we do not reheat food for the children. All food is kept in the fridge. Please note that bars such as LCM’s are not considered a healthy snack.
**Landscaping Help Needed**

We are looking for someone in the landscaping/gardening industry or any parent’s who love to garden who may be able to help out with the general maintenance (such as weeding) of our front garden/round about. If you know anyone who may be able to help us out, or if you would like to help yourself, please contact our office for more details.

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<thead>
<tr>
<th>Website</th>
<th>Health Card</th>
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<tbody>
<tr>
<td>Each fortnight on a Tuesday, you will receive an email from our website which will include various information about upcoming events and our newsletter. Keep an eye out for it in your inbox. If you have not been receiving this email, please let us know.</td>
<td>If you hold a Low Income Health Card, please let us know as this may reduce your fees. Please refer to the Fees Policy for further information.</td>
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<table>
<thead>
<tr>
<th>Birthdays</th>
<th>Congratulations</th>
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<tbody>
<tr>
<td>April, 2014</td>
<td>Congratulations to the Barden family (Harrison – Monday’s) on the new arrival of their baby boy Lachlan Cooper.</td>
</tr>
<tr>
<td>5\textsuperscript{th} – Olivia L</td>
<td></td>
</tr>
<tr>
<td>18\textsuperscript{th} – Thomas P</td>
<td></td>
</tr>
<tr>
<td>20\textsuperscript{th} – Holly D</td>
<td></td>
</tr>
<tr>
<td>29\textsuperscript{th} – Ember M</td>
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<tr>
<th>Privacy Act – New Laws</th>
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<tbody>
<tr>
<td>Due to new privacy laws that came into effect 12\textsuperscript{th} March, 2014, we at preschool are checking that our practices are in line with the new laws. Any correspondence between staff and parents must not take part through a third party, this means that any ‘sensitive’ or ‘private’ information that we need to send you will be sent directly to you via email.</td>
</tr>
</tbody>
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Email
When you receive an email, please send a reply to acknowledge that you have been able to open and read each one. When notes are attached to the emails, there is no need to print out the notes and send them back, just RSVP by email.

Special Events
What’s happening this month April, 2014

Easter Hat Parade
   Friday 11th April, 2014
   Time: 9.00am
   (See note in the Parent Notes tab on website)

Last Day of Term 1
   Friday 11th April, 2014

First Day of Term 2
   Monday 28th April, 2014

Special Events
What’s happening next month May, 2014

Wuruniri Cultural Show
   Tuesday 6th May, 2014
   Time: 1.30pm

Father’s Night (for Mothers Day)
   Thursday 8th May, 2014
   Time: 6-7pm or 7-8pm

Kindifarm
   Wednesday 14th May, 2014
   Time: 11am

STEPS Eye Testing
   Wednesday 21st May, 2014
   Thursday 22nd May, 2014

Fees Due
   Friday 23rd May, 2014

Preschool Photo’s
   Monday 26th May, 2014
   Wednesday 28th May, 2014
   Friday 30th May, 2014
   Time: From 9.00am

P & F Meeting
   Tuesday 27th May, 2014
   Time: 7.30pm