March, 2016
Newsletter

Term 1
Thursday 28th January, 2016
-  
Friday 8th April, 2016

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.

Parking/Drop Off
The driveway for the Pre-school is only to be used as a 5 minute drop off & pick up. If you need to speak to the educators, please park on the road. The grass area is only for staff parking. Please be considerate of other parents using the driveway especially with cars coming & going at different times. If cars are already in the driveway, please do not leave your car until you are able to be completely within the roundabout area. If you are the first car arriving, please be sure to park your car at the yellow line in the roundabout area (near the stairs) and not over it, as this blocks the driveway entrance. We Thank You for your patience and co-operation.

Pre-School Staff

Narelle Bolton  Monday – Friday
Lucy Muscat  Tuesday – Friday
Carmel DeBono  Monday-Wednesday
Louise Woelfl  Wednesday – Friday
Julie-Ann Mifsud  Monday (admin and fees)
Leanne Mifsud  Monday – Thursday
Kaylee Burns  Monday & Friday

Pre-School Hours

8.30am
-  
4.00pm

School Terms for 2016

Term 1  Thursday 28th January – Friday 8th April (10 weeks)
Public holidays - closed Friday 25th March and Monday 28th March

Term 2  Tuesday 26th April – Friday 1st July (10 weeks)
Public holidays - closed Monday 25th April and Monday 13th June

Term 3  Monday 18th July – Friday 23rd September (10 weeks)

Term 4  Monday 10th October – (term 4 last day to be confirmed) (10 weeks)
Sign in Sheets and Hall Pockets

Each day your child attends, please make sure that you sign them in/out, both in the morning and afternoon. Also, remember to check your hall pockets for any notes. 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.

P & F Committee & Policies Committee

The Pre-school has a P & F Committee and we are looking for some parent volunteers to help us out. The committee only meets once a term. The AGM will be held on Tuesday 22nd of March at preschool. We are looking for parents to take up the positions of Chairperson, Vice Chairperson, Secretary, Treasurer.

If you would like to volunteer for one of these positions, please contact Narelle.

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.

Uniform and Spare Clothes

Please send your child to Pre-school 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.

Sunscreen

As the children will be playing outside, please make sure you apply sunscreen on your child before they arrive for Pre-School. If they don’t have any on before they come, in line with our sun safe policies, you will need to apply it when you get to pre-school.

Siblings

Please be aware that siblings are not permitted to be on the Preschool premises without parent supervision (this means that school aged children are not allowed onto preschool grounds unless they are accompanied by parents). Please keep siblings off the equipment as it is not made for older children.
**Security Gate**

Please be aware that with the humid weather, the security gate has not been closing properly. When you are going through the gate, please make sure you push or pull it closed securely, so children are not able to open it after you.

**Medication**

No medication is to be left in the children's bag. If your child needs to have medicine during the day, it must be given to staff and a form filled in, this includes asthma puffers and epipens. Medicine must be in it's original packaging and the script in your child's name. All epipens & asthma medication must have an action plan filled in by your doctor.

**Additional Needs**

If you have any concerns for your child as the year progresses, whether it is learning, social or behaviour, please see staff to discuss any issues you may have.

**Child Absences**

If your child is not feeling 100%, please note that the best place for them to get better is in their own homes. This will stop germs spreading to their friends and will allow them to get better faster. If your child is away from Pre-school for any reason, please let the staff know at your earliest convenience either by phone or email.

**Donations**

The Pre-school is always in need of various supplies, especially toilet paper & tissues. If you would like to make a donation, that would be very much appreciated.

**Uniforms**

If you have ordered any uniform items, you should have now received them. If you haven’t received your order yet (especially blue jumpers), please see Narelle.

**Fees**

All Term 1 fees should have been completed, unless you are on a payment plan. If you wish to go on a payment plan for your fees, this needs to be arranged with Julie-Ann within the first 2 weeks of term. Fees are processed on Monday of each week by Julie-Ann (between 9am – 3pm). An orange receipt will be placed in your hall pockets on the Monday after your payment has been received and processed.

Payment can be made via BPay, Postbillpay and EFT (Credit Card/Savings).

*Any Term fees that have not been completed by the due date each term will incur a $15 late fee per week enforced by the Catholic Education Office (CEO).*

Please contact Julie-Ann during these hours (Monday 9am – 3pm) 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.
Special Events

What’s happening this month March, 2016

Living Eggs
Monday 7th March – 18th March, 2016

Little Grinners
Thursday 17th March, 2016
Time: 11am

Or

Little Grinners
Tuesday 22nd March, 2016
Time: 11am

Easter Hat Parade
Thursday 24th March, 2016
Time: 9am

P & F Committee AGM
Tuesday 22nd March, 2016
Time: 7.30pm

Good Friday (Preschool Closed)
Friday 25th March, 2016

Easter Monday (Preschool Closed)
Monday 28th March, 2016

Special Events

What’s happening next month April, 2016

Peter Wood’s Magic Show
Wednesday 6th April, 2016
Time: 10am

Last Day of Term 1
Friday 8th April, 2016

First Day of Term 2
Tuesday 26th April, 2016

Birthdays

March, 2016

2nd – Mackenzie M
6th – Antonia A
7th – Theresa S

9th – Aisling A
27th – Narelle B
Security Gate

As you’ve seen we have a security gate which allows us to have control of who enters the premises during the day – better for the children. As parents this will only affect you at certain times during the day. The gate will be opened and accessible in the mornings from 8.30am – 9.45am and again in the afternoon from 2.30pm – 4.00pm. During these times, all you need to do is turn the top black handle and enter.

Between the hours of 9.30am and 2.30pm, the gate will be locked and only accessible by using the buzzer and intercom on the wall. If you are arriving at preschool during this time, press the buzzer and wait for staff to answer, let us know who you are and that you are at the gate wanting to enter, and we will unlock the gate electronically for you to turn the top handle for access.

Please make sure the gate closes securely behind you.

Web & App Lookout

Do you have any useful websites or apps that our families may find of interest and would like to share with them? For example: Healthy Foods, Craft ideas, etc. Please let us know and we can pass them on in this section of the newsletter. Please note that we are not endorsing any websites that we include in this newsletter.

Child Reflections:

As a part of our newsletter, we are wanting to publish some of the wonderful stories that our children share with you at home about their experiences at preschool. If you have any of these stories that you would like us to include in the newsletter, please email them to us before the end of each month, so they can go in the next newsletter.

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.

Water Bottles

Could you please make sure that you send your child to preschool with a water bottle. We have water at the preschool to refill them if they drink their whole bottle.

Please feel free to call the Preschool at any time during the days your child is with us or if you have any questions.

9631 8901

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Newsletter and Website

The Pre-school newsletter will be available on our website updated each month. You will receive an email from our website notifying you that the latest edition of our newsletter and associated notes are available for you to look at and read to keep you and your family updated on what is happening at our Pre-school. Keep an eye out for it in your inbox.

If you would like to contribute anything that may be of interest to other families, please let us know.

If you do not receive the newsletter, please let Narelle or Julie-Ann know.

Please see the below to show how to navigate through the email and our website.

Preschool Monthly Newsletter Email

Each month, you will receive an email from the Preschool website, which contains our monthly newsletter and any upcoming events. The picture below, is an example of what the email will look like.

Newsletter Heading

To read the newsletter, you will need to click on the PDF image or the blue writing containing the heading of that month’s newsletter (in this case it will be the August, 2015 Newsletter). Once you have clicked either of these links, you will be taken to the monthly newsletter PDF document.

Upcoming Events Heading

Under this heading, there will be all the upcoming events held at preschool listed in blue writing. If you click on any of these blue writing events, you will be taken to the PDF document which contains further information/notes on the event.

Using this email as a guiding tool and also looking at our preschool website www.celgreystanes.catholic.edu.au is the easiest way to find all the information that you will need about events at the preschool. Please let us know immediately if you are not receiving this email each month.

Click here to open & read the newsletter.

Click here to open & read about any of these upcoming events.
Special Events for 2016

Below is a list of special events/incursions (in date order) that we will be holding at Preschool. Please note that dates and times are subject to change.

Monday 8th March, 2016 – Living Eggs (hatching eggs will be on display at preschool until Friday 18th March.

Thursday 17th March, 2016 at 11am – Little Grinners

Tuesday 22nd March, 2016 at 11am – Little Grinners

Thursday 24th March, 2016 at 9am – Easter Hat Parade

Wednesday 6th April, 2016 at 10am – Peter Woods Magic Show

Thursday 5th May, 2016 6-7pm or 7-8pm – Father’s Night for Mother’s Day

Week starting Monday 9th May, 2016 – Hearing Tests

Thursday 19th May, 2016 at 11am – Australian Wildlife Display

Monday 23rd May, 2016 at 9am – Preschool Photo’s

Wednesday 25th May, 2016 at 9am – Preschool Photo’s

Friday 27th May, 2016 at 9am – Preschool Photo’s

Tuesday 7th June, 2016 at 11am – Jungle Jammin

Friday 17th June, 2016 at 11am – Matthew Doyle (Aboriginal Show)

Week starting Monday 27 June – Friday 1st July – Grandparents Week

Wednesday 20th July, 2016 at 11am - Kindifarm

Thursday 22nd September, 2016 at 1.30pm – Circle of Friends