

## Newsletter/Panui

### February/Hui-tanguru 2022

*Nau mai, haere mai, Welcome everyone to another year.*

And it will be *Haere ra, farewell to:* Mila Fepuleai in February and Cleo Wright in March when they go off to school.

### KEL operating under Red setting

Since January 24<sup>th</sup> the whole country has been in the covid-19 'Red traffic light setting'. This has meant that KEL has had to review some of its operating procedures. The Committee is currently working on a document that sets out our policy and procedures under the 'Red' setting. This is now ready for whānau to read. Please let us know if you have any questions or comments.

#### In the meantime:

At Red setting, masks are a requirement for 'visitors' to the Centre (including whānau).

All kaiako (including relievers) must be fully vaccinated.

All whānau should be conscious of social distancing while dropping off and picking up tamariki.

All those entering the Centre should use the hand sanitiser or wash hands before they do anything else.

Toys and resources that are difficult to clean may be removed while we are in Red setting.

We are permitted to hold whānau gatherings/celebrations while in Red setting. The Committee is responsible for deciding if events go ahead or not and will make decisions on a case-by-case basis, taking into account the risks.

Tamariki and whānau who display symptoms of covid-19 should stay home and go and get tested.

Whānau who are able to supervise their tamariki at home should do so.

#### What if the Centre is exposed to covid-19?

If there is a confirmed covid-19 case linked to the Centre we will follow the advice of the Medical Officer of Health and the Ministry of Education.

It could mean that the Centre is required to close for a day or so while the infectious period of the case has been confirmed, contacts are traced and the risks to Centre tamariki and kaiako are assessed.

If, due to requirements for kaiako to self-isolate, we are unable to meet the minimum staffing ratios, we may have to close the Centre for a longer period

If the Centre is required to close, whānau will not be charged fees for that period.

### Updating your contact details

If the Centre is linked to a confirmed case of covid-19, we may need to contact whānau immediately and possibly even close the Centre at short notice. It is therefore VERY important during this time that we are able to contact all our Centre whānau quickly. Please be sure to tell us of any changes to your contact details and let us know the **quickest** way we can contact one of your whānau members.

### Teacher Only Day – 19 April

On Tuesday the 19<sup>th</sup> of April, (the day after Easter) KEL will be closed for a Teacher Only Day. On this day our kaiako will spend the day assessing progress on this year's Internal Evaluation and planning ahead for the rest of the year.

We realise that this may be an inconvenience for some whānau, but this will be an important day for our kaiako.

Whānau will not be charged fees for this day if their tamariki are enrolled on Tuesdays.

### Whānau shared meal – end of March?

We have postponed our first whānau gathering this year due to covid-19. BUT! Pencil in **Friday the 25<sup>th</sup> of March** for now and let's hope the omicron storm is over by then. If so, we will have plenty to celebrate. We will keep you posted on the date for this event.

### Profile Books

If you still have your tamariki profile book at home from the end of last year, please do bring it back so that kaiako can continue to add to it!

### Important Dates Coming up

**Lunar (Chinese) New year: 1 to 15 February**

**Committee Meeting: 16<sup>th</sup> February**

**Children's Day – Fun activities at KEL: 1 March**

**Easter Weekend – Centre closed: 15 & 16 April**

**Teacher Only Day – Centre closed: 19 April**

**ANZAC Day – Centre closed: 25 April**

**EID Eid al-Fitr – End of Ramadan: 2 & 3 May**

## Our governance committee

At the Annual General Meeting at the end of last year, we elected our committee for 2022.

Committee Members are:

**Chairperson:** Bronwen Chesterfield

**Treasurer:** Zara Calcott

**Secretary:** Kate Dean

**General Committee:** Rachel Olson, Meredith Sims.

And all our kaiako are also members of the committee.

### Next Committee Meeting – 16 February

Our next committee meeting is scheduled for 16<sup>th</sup> of February at 7.15 pm.

If you are interested in finding out more about what the Committee's role is and/or joining the Committee, please contact our Chairperson, Bronwen Broadbent at: [the\\_bronster@hotmail.com](mailto:the_bronster@hotmail.com) or talk to Jannie at the Centre.

### Policies currently under review

All our policies are reviewed regularly to ensure they reflect current practice and legal requirements. We are currently reviewing the following policies:

- Child Protection Policy
- Alcohol Drugs and/or other substances Policy

Policies under review are posted on the noticeboard with any proposed amendments. Whānau members are welcome to comment or suggest changes – on these copies or by email.

## Meredith Sim

### joined the committee in December 2021

*My name is Meredith and my daughter Stella joined KEL in August 2020. I joined the committee recently to become more involved in Stella's education, and to support the wonderful kaiako through what has been a really tough time for all. I am very much looking forward to working with this amazing group in 2022.*



## Pick up time

It has been great to see that more whanau picking up tamariki on time recently. Thank you all for this. It means our kaiako can leave on time also. Please do remember that afternoon pick-up time is 2.30 pm. This means you need to arrive **BEFORE** 2.30 so you can be out the door by 2.30.

## Housekeeping and reminders:

### Advise us of absences and illnesses

Please let kaiako know if your tamariki will **not** be attending on a day they are booked to attend and let us know if they have a diagnosed illness.

**Donation of a box of tissues** is always appreciated.

### Washing

We appreciate help with the centre's weekly washing. There is a roster by the sign in folder.

### Naming your child's lunchbox

Please remember to name your child's lunch box, drink bottle and/or milk bottle. We have many that look alike.

**N.B. There are vidids in the kitchen for whānau to name when they drop off.**

### Spare clothes donations

We are always grateful for donations of spare clothes for tamariki at KEL, especially trousers and underpants.

### Casual sessions

If you would like to book your tamariki in for extra days, please let Jannie know and she will do her very best to oblige. The cost for casual days is \$6.30 per hour for any unattested hours.

### Hats

Sunhats are required for outdoor play in Term 1. Please supply your tamariki with a named sunhat to wear at Centre. You are welcome to leave a hat in the hat basket at KEL.

### Sunscreen

Please apply sunblock to your tamariki before you leave them each morning. We have sunblock at the Centre and we can re-apply as necessary during the day. We need your consent however to use the Centre sunblock. If you have not already done so, please sign or decline the consent form. If your tamariki has a known allergy or sensitivity to certain sunblock brands, you will need to let us know. You can supply your own sunblock to use for your tamariki and leave it at the Centre.

### Parent Donations

We also wish to thank those parents who respond to our requests for donations. These are absolutely crucial to the Centre's financial viability!

**Kia Kaha**

from Jannie, Nikki, Jess, Elise, Emma

Helen, Kathleen & the Committee

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