



14th February 2019

Holy Spirit ELC Parent Update

Week 2 Term 1

Dear Parent and Carers,

Parent Information Night: Thank you to all the families that were able to attend Tuesday night. Few reminders are:

- School bag big enough to fit lunch box, more than one pair of spare clothes.
- Lunch box that the child can independently open and close and can fit inside their school bag
- Fruit/veg – cut up and ½ a piece can be sufficient for some children eg: orange or apple
- Spare clothes – can be any spare clothes and more than one set please. Also check the bag at the end of the day and replace if needed.

Statements: Michelle Kingma (office manager) will send out your next statement on Monday 17 February for weeks 4-5.

Direct Debit: Fees will be direct debited from your account on Friday 21 February. If there is insufficient funds there is a fee of \$14.95 that will be applied. We ask you to bring your account up to date ASAP if this happens, or there will be a loss of place for your child if this is not completed. As per our fee policy.

Sign in and out: Please only use **your mobile number** when signing your child out or in, this is a legal requirement.

Shut the gate: Please shut the gate behind you when leaving the playground after signing your child in or out, the gate can be a bit tricky knowing if it is closed or not.

Carpark: Please be mindful even in the not so busy times to please enter and exit the right way. You need to drive around the carpark to exit, as there is a blind spot on the corner and cars entering can easily collide.

Entering and exiting the preschool: The front door entrance is ONLY for before school care drop off and After school care pick up. **All families** will enter and exit through the Playground gate from 8:50am-9:10 and from 2:50pm-3:10pm. Even during the colder months or rain, this still applies.

Book club: You place your order online using LOOP. No cash orders will be accepted. Orders close on **Friday 19 February**

Facebook page: Amy Eveston (parent in Blue class) has kindly created an ELC Facebook page for families to join. This is a page where you can organise catch ups with other parents and/or families. This is not to be used inappropriately, and children's photos should not be shared unless permission is given.

<https://www.facebook.com/groups/208462623536682/?ref=share>

Mrs Irvin: Mrs Irvin will be in on Monday releasing teachers for their programming and will be all day in Green class for Courtney's Early Career release.

School polo top: We have an abundance on size 4 and limited size 5 ELC polo tops for sale (\$5 each) if anyone would like to purchase. Please see Michelle Kingma in the front office.

Have a great weekend ☺

Michelle Parkes
Director