

Before and After School Programmes



February 2012

Dear Parents/Caregivers

A warm welcome back to all our children and their families: we hope you all had a wonderful holiday and are back refreshed and ready to get 2012 underway.

Programme Information

Parnell Trust operates accredited programmes out of five schools in the Auckland area. Following is a list of programmes and an introduction to the site leaders of each:

Epsom After School Programme:	Jane Thorne
Newmarket After School Programme:	Shanti Webby
Parnell After School Programme:	Heulwen Hewitt
OLSH After School Programme:	Victoria Mason and Emma Tucker
ACG After School Programme:	Ana Cunha
Epsom Before School Programme:	Jane Thorne
Newmarket Before School Programme	Shanti Webby

We have brought about changes in all our Programmes for Children (Before School, After School and our Holiday Programmes) which are outlined below. These changes have been carefully considered and we believe they will positively benefit all the children in our care.

Afternoon tea

We are in the process of applying for the “healthy heart” tick of approval for our afternoon tea menu. The children will receive a home-baked snack and fresh fruit each day and a late afternoon snack will also be provided for children who leave later each day. We have allergy plans in place to manage children with allergies. Please be sure to let us know if your child has an allergy – we are happy to discuss this with you and work together to make sure the your child is kept safe and well.

Daily structure

Our new structure is on the notice board and I hope your child has already come home with the news of our exciting new plans for the year. The focus is on being healthy and active. The day has been structured to create a balance between indoor and outdoor activities. We have allocated approximately 20 minutes each day (except Fridays), for homework after snack time. This is to assist parents and children to “get it over and done with”. There are opportunities for craft activities every day; however we would like children to engage outside while the weather is suitable. Our main aim is to get the children outside in the fresh air having fun and getting some exercise.

A games coach will visit each site for 1.5 hours per week. Staff and children will be encouraged to learn the games and join in the fun.

Changes to the staff rosters will ensure that the same staff members are allocated to the same sites each day. You and your children will get to know the staff members and they will in turn get to know you and your children. This is especially good at forming attachments which is so necessary in the growth of your child.

Administration

We have an addition to our support team who will be working with Jan - her name is Victoria Mason. Victoria has worked as an On-Site Programme Leader at Our Lady of the Sacred Heart and also as the on-site administrator in the School Holiday Programme.

Please remember to call or email all changes through to either Jan or Victoria. Please do not leave a message on the site phone as we need to ensure that staffing levels are correct for the day.

Communication between you and administration is vital to ensure the smooth running of the programmes. We need to know if your child is not attending so we are not interrupting your day by searching for a child who appears lost.

Jan direct dial 555 5194
Jan email jan@parnell.co.nz

Best wishes from the Programmes for Children Team

