 **AUGUST OFFICE Newsletter 2023**

Nga mihi o te wa kia koe me te whanau. Greetings to you and your family.

**ROUTINE CHANGES:** We are making some changes to our start and end of the day as of Monday 21 August.

**Morning:**

7.30-8.00am: ALL children from Pre-school, Waihopai and Te Rito will be in the Koru room.

8.00am: Pre-school and Waihopai rooms open.

8.30am: Te Rito room opens. Te Rito children who arrive before 8.30am will go to the Koru room.

**Afternoon:**

4.30pm: Waihopai children will move to Te Rito room

4.40pm: Pre-school children will move to Te Rito room

4.45pm: Koru children will move to Te Rito room

**NEW ACCOUNT CODES**: A big thanks to all of you who have switched your account codes for the new computer system. We really appreciate you doing this as it makes Helen’s job so much easier when she is entering the payments. If you haven’t done this yet, please could you do this now.

**A FEW REMINDERS:**

* Fee Increase: It seems some families have not received the information about the fee increase that we had in July. The fee structure can be found on our website, and we can give you a hard copy at the office. I have also attached a copy.
* **Allergies: We are a NUT free centre- and this includes peanut butter.**
* **NAMED CLOTHING**: We would appreciate if you can name your child’s clothing. There are so many children with the same clothing it makes it very difficult to sort clothing to the right owner if the clothing is not named in some way.

**STAFFING**: We are farewelling Terangi for 3 weeks while she heads to the Cook Islands for some relaxing family and friends time, and no doubt warmer weather than here! We also wish Linh a great family holiday in India and Vietnam and hope that we will see her back in October. We also wish Rebecca a fantastic time as she heads off to check out Italy. The rest of us will be here enjoying the beginnings of spring (we hope!!)

**POLYFEST. Remember our Pre-school group are performing on Friday 25 August at 2.20pm at the Stadium.** Just a heads up that if you do come to watch, for health and safety reasons the pick-ups for children will need to be done at the centre once the children have returned. We hope you will understand how stressful it is for our Kaiako to keep our children separated from all the other children in the area, without adding confusion of remembering who has been taken away by whanau. Thank you in anticipation for your understanding.

**CALENDARS:** Soon the teachers will be showing you the artwork for the calendar fundraiser that we do each year so you can decide if you want to order some of these. They make great gifts and are a fun record of a moment in time in your child’s life.

E noho mai- stay well and look after yourselves.

Avril

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| 2023 Fee Schedule |  |  |  |
|  | **Children 0-3 years** | **Over Three-year-olds** | **With 20 ECE Hours** |
| **1a): Full Week**  41-50 Hours  **1b) Flat rate**:  35-40 hours and a minimum of 45 weeks a year. | $270 per week  Flat Rate of $250.00 a week.  **20 CREDITS A YEAR FOR ABSENCES** | $270 per week  Flat Rate of $250.00 a week. | $270 less $104.60 for free 20 hours=$165.40  $250 less $104.60 for free 20 hours=$145.40  **NO CREDITS FOR ABSENCES** |
| 2): **Long Day** Minimum of 6.5 hours a day. | Rate= $7.25  **15 CREDITS FOR ABSENCES**  **Examples:**  1 seven hour day  will cost $50.75  3 eight hour days  = $174.00  3 seven hour days  = $152.25  4 nine hour days  =$261.00  5 seven hour days  = $253.75 | Rate= $7.25  **NO CREDITS FOR ABSENCES** | **Reminder:** *A maximum of 6 hours per day can be claimed for the 20 free hours; Any extra hours will be charged for.*  **Examples:**  1 seven hour day  will cost $7.25  3 eight hour days  = $43.50  3 seven hour days  = $21.75  4 nine hour days  =$116.00  5 seven hour days  = $108.75 |
| Class 3): **School Day**  6 hour booking between 8.30- 15.30 | Rate= $7.95  **10 CREDITS FOR ABSENCES** | Minimum of **3 days a week- (ie: 18 hours a week)** between 8.30am – 15.30pm.  Rate: $7.95 | Day 4= $31.80  Day 5= $79.50  **NO CREDITS FOR ABSENCES** |
| Class 4): **Morning** Minimum of 4 hours between 7.30-13.15pm | Rate: $7.95 an hour  **7 CREDITS FOR ABSENCES** | **NO MORNING SESSION** | N/A |
| Class 5): **Afternoon**  Minimum of 3 hours between 1330-1730pm | Rate: **$6.75** an hour  **5 CREDITS FOR ABSENCES** | Rate: **$6.75** an hour  **NO CREDITS FOR ABSENCES** | No charge if using 20 hours free |
| **2nd child** | **A discount may be available to those who do not receive a subsidy or 20 free hours** |  |  |
| **CASUAL-** | **No permanent booking** | $8.25 per hour |  |