

About us..

Dorie Preschool was set up in 2009 and is a purpose built ECE Centre licensed for 36 children.

We have a separate Under 2 area with an adult: child ratio of no more than 1:4 and an over two area with a ratio of 1:6.

Our preschool is community based governed by a Board of Trustees. A Centre Manager and Head Teacher in each area ensure the smooth operation of our great Centre.

Our qualified & experienced team of registered and in training teachers means your children will have to highest quality interactions and learning opportunities whilst in our care.

An Administrator will help with all your WINZ, 20 hours ECE, Subsidies and account queries.

We charge \$6.00 per hour per child. Children over 3 qualify for 20hours ECE funding up to 6 hours per day, following which the normal rate applies.

20 hours Early Childhood Education (ECE):

children aged from 3 years onwards. The government provides a subsidy to cover the basic cost of providing up to six hours per day that your child attends with a maximum of 20 hours being able to be claimed per week. The ECE entitlement can be shared between different ECE providers such as Kindergartens.

Accounts:

Invoices are sent out fortnightly, to your e-mail address.

Fees are direct debited from your account on every 2nd Thursday following invoice. Fees are not charged for statutory holidays.

Please fill out the Direct Debit authority form and return this to preschool with your enrolment pack when you enrol your child.

Absences:

A message can be left on the answer phone at any time. No notification of absences, incur a 100% fee.

Two weeks notice is required before you intend to withdraw your children, otherwise you will incur a charge for this period.

If your child is withdrawn for longer than 3 weeks we will make all attempts to cover your children's booking with casual bookings, but if this is not possible a fee will be incurred.

Childcare subsidy/WINZ:

Children who attend a licensed early childhood service for at least three hours a week may be eligible for WINZ subsidies. WINZ Information and application forms are available from the office, or Contact WINZ on 0800 559 009 or visit

www.workandincome.govt.nz.

Parent Information

Important information for all new and prospective families.



Open 8am - 4pm

Monday — Friday

03 302 0989

97 Dorie School Road, RD 11

admin@doriepreschool.co.nz

www.doriepreschool.co.nz

Check our webpage for a range of policies and to see what we have been learning.



What to bring with you:

Please make sure you clearly name your child's clothing and belongings. Preschool hats (summer & Winter) can be ordered at the office for \$10 and kept here.

In your child's bag....

- ◆ A named lunchbox & drink-bottle.
- ◆ A healthy & nutritious food to fuel them for the day. We do not allow NUT products due to severe allergy. A microwave and toastie machine is available.
- ◆ A change of clothes (clearly named!)
- ◆ A sunhat/warm hat weather dependent
- ◆ Togs/Warm clothing & Jacket
- ◆ Nappies (if required)

Please apply sunscreen before preschool. It will be re-applied by teachers at lunchtime.

Keeping you informed

We use an online programme called Educa to inform you about your child's learning, send you our latest newsletters & curriculum objectives and keep our policies up to date. You will be invited into this system via email when your child has started and has their first story. We encourage you to add your own photo's and you can share your child's journal with extended family too!

Social Media/Website

We have a 'secret group' Facebook page to keep you updated. This is private and only for current parents. Talk to a teacher about being added.

We also have a website which we keep updated with newsletters, policies and procedures so you can access them easily from home.

www.doriepreschool.co.nz



Our Philosophy

We aim to work collaboratively with you as parents/caregivers and whanau. You are welcome within our centre and encouraged to be involved in things we are doing. Perhaps you are a keen gardener and can be involved in our vegetable garden.

Dorie Preschool has been created by the community for the community.

It is designed as a place of discovery where children can try out their ideas, pursue their questions and theories as well as follow their individual curiosity.

Children will experience an environment which shows respect and understanding, celebrating the person they are while providing an environment rich in opportunities that allow them to work alongside others in a caring safe and stimulating environment.

Teachers will ensure parents are aware of daily routines, happenings and activities. All family members are made to feel welcome and comfortable within the preschool environment and are encouraged to be actively involved in their child's learning journey.

Children will grow up in a friendly & respectful environment where family values are promoted and encouraged.