



St Francis of Assisi Catholic Primary School Playgroup

Welcome to playgroup where children 0-3 years have the opportunity to play, learn and grow together whilst familiarising themselves in a school environment.



When: Monday each week from 8.30am-10.15am

Where: Kindy Room 2

Playgroup Coordinator: Linda Finnegan

Parent Helper: Kate Rudduck

We would love to see you there!

TERM DATES FOR 2020

<u>Term 1</u>	<u>Term 2</u>	<u>Term 3</u>	<u>Term 4</u>
Monday 10 th Feb – 6 th April	Monday 4 th May – 29 th June	Monday 27 th July – 21 st Sept	Monday 19 th Oct – 7 th Dec

Dates may be subject to change but you will be notified.

WELCOME

We would like to welcome you to our playgroup; we hope you and your children enjoy themselves. We cannot wait to start playing, exploring and learning. Below is some information to read through.

Our main goal is for socialisation and familiarity with the school environment.

You are required to stay with your child for the duration of the session

Cost is \$10 per term per child

You are also required to pay \$35 a year per family for insurance

Timetable (an example)

- 8.30—8.45 Free Play
- 8.45 —9.15 Craft
- 9.15—9.30 Morning Tea
- 9.30—10.00 Outdoor Play
- 10.00—10.15 Storytime on the mat

Things to bring

- Piece of fruit
- Water Bottle
- Hat

Email: playgroup@stfrancisbutler.wa.edu.au

GENERAL INFORMATION

- You are to stay with your children through the whole session, the school holds no liability.
- You must sign in and out to confirm your attendance. This is for insurance purposes.
- Every child has a right to be safe and to fair play. We all must enforce a 'hands off policy' and a 'no hurting zone'.
- Payment is to be within the first 2 weeks of term, cash only. You are required to complete an enrolment form to go with payment.
- Toilets are located to the left past the science room.
- There is ample parking in the carpark or you can park outside the gates, DON'T PARK ON THE FIRE STATION PROPERTY PLEASE.
- If there are any questions, queries, suggestions or worries please contact the playgroup coordinator.
- We would love to hold special events throughout the year including Easter, Christmas, End of Term messy play and incursions.
- We have a Facebook page that you can choose to be added to once you have enrolled, our email is on the front.
- Tea, Coffee, plates, cups etc. and cleaning products are provided by the playgroup.
- In case of emergency: We require you to assemble your children and follow the committee member with the folder.
Process is on the back of page.

IMPORTANT INFORMATION

- All families are welcome.
- We are a NUT FREE and allergy aware school.
- We are a SUN SMART Playgroup.
- There will be jobs

EMERGENCY PLAN

1. Take control in an orderly fashion. Remain calm.
2. Direct parents and children to leave the classroom immediately via the pre-determined exits.
3. Refer to site plan. This is displayed in the classrooms next to the exit door. Line up with all parents accompanying their own children.
4. Walk to the assembly point on the oval via the quickest and safest route.
5. Group Leader will check off everyone from the list of attendance.
6. Anyone missing will be reported to the Chief Warden, who will be stationed at the assembly point.
7. Leave classroom and close door. Doors and windows to be left shut not locked.

