



Penryn

Preparatory



Dear Kingfisher Tots Parents

What a thrill and joy it is for us to welcome our newest and youngest scholars to Penryn! Your children will be our third group of Kingfishers at Penryn and we wish your child and you a long and happy association with Penryn.

The scholars have a colourful classroom that is safe, secure and modelled on a playgroup idea. The Kingfisher Tots class has its own playground where your child can learn, discover and explore, learning to communicate and developing vital socialisation skills.

We have placed one of our most qualified, well-known and preschool-experienced teachers there. Mrs Winnie Mabuza will give your child the best start possible to what we trust will be many happy years at Penryn. We hope that the following information will assist you in preparing yourself and your child for 2019. Mrs Msesi Nkosi assists her and is also preschool-experienced and qualified. They are a great team!

The preschool classes have been named in keeping with an indigenous bird name hence the logo at the top. You will have received a card welcoming your child to Penryn and an important symbol for your child to get to know. This symbol can be found on a locker for the bag and a hook for a hat. The card will also indicate which day your child will start school on, as there will be a staggered start.

There is an exciting year awaiting, designed to promote and enhance each scholar's growth and development. This very important year promises to be one filled with discovery and joy as your child works and plays in an environment that is warm, safe and challenging.

The structure and routine of daily activities is carefully planned to encourage independence, self-confidence and group cooperation through large group, small group and one on one participation in a variety of hands-on, perceptual and interactive experiences. Activities will incorporate numeracy, art activities, fine and gross motor skills, social and emotional skills and language development. We are so looking forward to building a relationship with your child and towards a most successful "first school year".

There is no formal uniform that needs to be worn by our Kingfisher Tots, this will begin from the Starling class. We do, however request that the following be purchased from the uniform shop:

- 1 x Penryn Preschool T-shirt (to be used for outings and other special days).
- 1 x pair school shorts (to be used for outings and other special days).
- 1 x Penryn floppy sunhat (to be left at school and worn daily).
- A daily spare change of clothing is required.

Please ensure you have a copy of the Penryn information booklet produced called the **ABC's for Preschool Parents, and the Preschool Discipline Policy** as this contains vital information for you and your child. Please can we ask that you take the time to read both and sign the pages required, ensuring that these are returned to school. These will be emailed to you.



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Head: Graham Roberts



A beacon of educational excellence since 1991



In order to orientate yourself for the term, please make sure that you take note of and that you receive or access copies of the following documents which will be emailed to you:

- Year Calendar (on Google).
- Weekly Newsletter to parents (if not, please contact prepadmin@penryn.co.za).
- ABC's for Preschool Parents Information Booklet.
- Preschool Discipline Policy.

School Hours

Mondays to Fridays: 07h30—12h45

Children may arrive at school from 07h00 as a staff member will be on duty. Please **do not drop your child off before 07h00** as there are no staff members on duty. Please consult the duty list on the gate to see whose class will be open early. Kindly note that all preschoolers need to be at school by 07h30 when the programme begins. Any children not fetched by 13h00 will be safely cared for by the Aftercare supervisor, for which a charge will be levied. There will be supervision in class from 12h45 – 13h00. At 13h00, Kingfisher Tots official closing time, Carol's Aftercare will move into the classroom and care for your child until its closing time of 17h00.

Please bring the following on your **first day of school**:

- Small Cushion with a dark cover.
- A small, light blanket or rug.
- One empty ice cream tub (2litre or 5litre).
- Letter of Permission Form (must have attached a copy of both sides of your Medical Aid card).
- POPI Permission form (for all new pupils).
- "I have read the ABCs booklet" form, signed (this can be found on the last page of the booklet).
- "I have read the Discipline Policy" form, signed (this can be found on the last page of the policy).

It is important that before coming to school each day a good, balanced breakfast has been eaten by your child. Lunches are provided at an additional cost, as of 2019. Should you wish to pack your child's own lunch, please ensure healthy choices are given. Please provide a healthy lunchbox which includes a fruit and yoghurt snack. No bottled or canned cooldrink, sweets or chips please.

An important parent/teacher meeting will be held on Monday, 21st January 2019 at 17h30. It is essential that parents attend this, as important information will be discussed regarding the school year. There will be supervised play in the playground should you need to bring your child along.

In an effort to offer you good value for the school fees you pay, included for each scholar are the following extra activities from outside specialists, which will take place during the school day:

- 2 sessions per week of Preschool Music and Movement Lessons, beginning as soon as the children have settled in the term. Later in the year The Preschool Marimba Programme may also be introduced.

A once-off, fixed **school levy** will be added to your school account for 2019 and include the following:

All stationery, standardised and consumable items, a facilities and a resource levy. This includes tissues, paper towels and wet wipes that will be used through the year, a scrapbook and small gift or calendar that will be given to you at the end of the year, one Penryn canvas homework pouch that will be used right through your child's Preschool years, art equipment, materials, stationery etc and a ball.

We will also have an outing planned, on a bus and possibly "at school" events planned like a theatre or puppet show where we will not be asking you to pay, as this is all included in the **outing levy**.

Other activities which are offered for Penryn Preschool scholars by outside facilitators are the following: Tombie Tennis, Swimming lessons, Monkeynastix, Playball, Penryn Private Music Academy. Please consult the ABC booklet for contact details. Some of these may be accommodated for during the school day. These would be for your own cost. Please note however, some of these activities may not be suitable or offered for 2 to 3 year olds.

Please diarise these dates:

TERM DATES FOR 2019		
TERM 1	16 January	29 March
TERM 2	24 April	21 June
TERM 3	16 July	20 September
TERM 4	08 October	05 December

NOTE: School closes at 11h00 for the Prep on the last day of each term.

At the end of the year, the Preschool may close one day earlier than the rest of the school.

Reporting Structure:

Penryn has an open door policy and should you have any questions or a matter to discuss, please first contact the class teacher. If you feel the matter has not been handled appropriately, contact Mrs Gina Eva, HOD: Preschool, followed by Mrs Sally Wakefield, Deputy Head: Junior Prep. After that the Head of Prep, Mr Graham Roberts.

We look forward to sharing in the joys of your child's journey at Penryn Preschool!

Kind Regards

Mrs Winnie Mabuza, Mrs Gina Eva and Mrs Sally Wakefield



Mrs Winnie Mabuza
Kingfisher Tots Class Teacher
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Mrs Msesi Nkosi
Kingfisher Tots Class Assistant
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Mrs Liz Mönig
Music Teacher
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Mrs Natalie de Araujo
Junior Prep Secretary
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Mr Graham Roberts
Head of Prep
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Mrs Sally Wakefield
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Mrs Gina Eva
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Owl Class Teacher
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