



# Penryn

Preparatory



Dear Sunbird and Owl Class Parents

Welcome to Penryn Preschool, if new, and for joining the Penryn family. We trust that your association with Penryn will be a long and happy one and that the following information will assist you in preparing yourself and your child for the upcoming year.

In the Sunbird and Owl Classes we are going to have loads of fun whilst learning about important things too. We look forward to painting, threading, creating patterns, learning how to construct, dramatisation, biking, baking, stories and generally things your child will take joy in doing! Everything we do is language-based so that vocabulary, expression and understanding is built in the process.

The classes have been named in keeping with an indigenous bird theme, hence the logos at the top. You will have received a card from the teacher welcoming your child to Penryn. This card indicates in which class he/she has been placed, with its logo, and an important symbol for your child to get to know, as it will be found in the classroom on a locker and hook for a hat.

**Please diarise: An important parent/teacher meeting will be held on Monday, 21<sup>st</sup> 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.

The foundation of any successful schooling starts at preschool level. Penryn Preschool offers a secure and caring environment in the early years, and builds a foundation for the future. It is a fun time of experiential and integrated learning where many social, motor, perceptual and intellectual skills are developed – all essential for later success at school.

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.

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](mailto:prepadmin@penryn.co.za)).
- ABC's for Preschool Parents Information Booklet.
- Preschool Discipline Policy.



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Head: Graham Roberts



*A beacon of educational excellence since 1991*



## **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 daily 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.

Please can your child bring the following on his/her **first day of school**:

- Small Cushion with a dark cover.
- One empty ice cream tub (2litre or 5litre).
- Penryn Canvas Homework Pouch (can be purchased from the Uniform shop).
- 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 document).
- "I have read the Discipline Policy" form, signed (this can be on the last page of the policy).
- A daily spare change of clothing is required.

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.

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

- 1 Session per week of Penryn Preschool Marimba Programme.
- 1 Session per week of Preschool Music and Movement Lesson.
- 1 Session per week of Body Moves (new addition in 2019).

A once-off, fixed **school levy** will be added to your school account for 2019 and include the following: All stationery and consumable items (like tissues, paper towels, folders, class stationery etc), a facilities and a resource levy.

We will also have an exciting and stimulating outing planned, on a bus and other "at school" events planned like a theatre or puppet show, the cost of which is all included in the **outing levy**.

Other activities which are offered for Penryn Preschool scholars are the following: Tombie Tennis, Swimming lessons, Monkeynastix, Playball, Ballet, Penryn Private Music Academy. Please consult the ABC booklet for contact details. Some of these may be accommodated for during the school day.

**Please diarise these dates:**

<b>TERM DATES FOR 2019</b>		
TERM 1	16 January	29 March
TERM 2	24 April	21 June
TERM 3	16 July	20 September
TERM 4	08 October	05 December
<b>NOTE:</b> 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 Gina Eva, Mrs Michelle Slingerland and Mrs Sally Wakefield**



**Mrs Gina Eva**  
Owl Class Teacher  
Head of Department: Preschool  
geva@penryn.co.za



**Mrs Michelle Slingerland**  
Sunbird Class Teacher  
michelle@penryn.co.za



**Mr Shoain Shelton**  
Junior Prep Sports Co-ordinator  
fpsport@penryn.co.za



**Mrs Liz Mönning**  
Music Teacher  
lizzie.monning@gmail.com



**Mr Graham Roberts**  
Head of Prep  
prephm@penryn.co.za



**Mrs Sally Wakefield**  
Deputy Head: Junior Prep  
sally@penryn.co.za



**Mrs Natalie de Araujo**  
Junior Prep Secretary  
natalie@penryn.co.za