



# Monthly Head Teacher Report

Te Mata Kindergarten Date: 25<sup>th</sup> February 2010

Head Teacher: Fiona Francois

Teachers: Rachel Furniss

Karen McLaughlin

Kindergarten Support: Michelle Thompson

## Teaching and Learning

What has been happening in the programme over the last month?

*Topics children have been learning about through their individual discovery projects and as a group.*

- *Dogs*
- *Rabbits*
- *Cats*
- *Dancing*
- *Self-portraits*
- *Building huts*
- *Creative painting*
- *Starfish & crabs*

*We have had our usual busy start to the year with many new children and families joining Te Mata Kindergarten. As well as settling these children into our Kindergarten we have been working with Individual children on their specific learning discoveries.*

*We have had several visitors at morning kindergarten, including dogs, puppies, rabbits, and kittens all related to the children's interests. The morning children also mastered some fantastic line dancing and maypole routines while learning about different types of dancing.*

*The children have developed amazing skills creating their own self portraits and these are proudly on display for all to see and of course signed by each artist.*

*The hut building interest was very popular with several huts being created inside and out as well as some enthusiastic tree climbing.*

*It has been another positive start to the year with many families sharing their stories from home, resources and family pets as they all related to the curriculum.*

What will be the focus in the programme over the next few weeks, any resources required for this

Excursions planned.

<p><b>Relationships and Strategic Management</b></p> <p>Report on any Quality improvement processes.</p> <p>Other areas of review or improvement not included in previous planning.</p> <p>Policy and procedure review.</p> <p>Liaison with outside Agencies.</p>	<p><i>Over the Christmas holidays the fort restructure was completed. We are all thrilled with the final result and would like to thank and congratulate our builder Jarrod who was very helpful and professional throughout the process. The children are enjoying the additional play area created on the top platform and although the basic structure is still a slide this fort remains the children's favourite. We are proud we were able to retain this for the children and that many more will have the opportunity to enjoy this special feature of Te Mata Kindergarten.</i></p> <p><i>We have decided on the shed we wish to install for the sandpit equipment and are pleased to have found a wooden shed at Tumu timbers. We have also received a quote for the work to assemble the shed and create a floor. The total cost for these are</i></p> <p><i>Shed : \$2,200</i></p> <p><i>Builder and materials : \$800</i></p> <p><i>Total cost: \$3000</i></p> <p><i>IEP meeting – GSE staff.</i></p>
<p><b>Health and Safety / Property</b></p> <p>Building or Ground Development/ Maintenance.</p> <p>Health visitors or relevant information to parents.</p>	<p><i>Some of the half rounds in the playground have moved and this issue is to be addressed by the Association.</i></p> <p><i>We have had new taps installed in the cleaning sink to help alleviate the damp smell and problem. This solution has been a great improvement.</i></p>

<p><b>Human Resources</b></p> <p>Thanks to .....</p> <p>Visitors to Kindergarten.</p> <p>Report back on PD attendance.</p> <p>Relievers, Students, kindergarten support.</p>	<p><i>Thanks to everyone who helped feed Neville over the holidays and those who have been helping with sweeping.</i></p> <p><i>Group Special Education staff Dave Mudford. Senior Teacher from our Association. Builder Plumber</i></p> <p><i>We all attended a Teachers only day at the start of the term.</i></p> <p><i>We have had a student teacher Rachel from Waikato University for a 2 week placement.</i></p>
<p><b>Information Systems</b></p> <p>How are we managing ICT development</p> <p>Requirements.</p> <p>Web Page Changes required</p>	<p><i>We have had Need a Nerd visit several times as we have managed the set up of the new printer and laptops. This has been considerable expense but everything is networked and we are very happy with the quality of the new printer.</i></p> <p><i>Add new playground photo's to web site.</i></p>
<p><b>Finance/ Administration</b></p> <p>Rolls</p> <p>Any significant purchases/ grants received.</p> <p>Wish list/ requests.</p>	<p><i>Both rolls are full and the waiting list continues to be steady.</i></p> <p><i>Someone to help in the gardens tidying up, weeding Someone to clean Neville's tank Permission to proceed with sandpit shed.</i></p>

<p>Petty cash requirements.</p> <p>Fundraising support.</p> <p>Total payments approved for payment</p>	<p>\$50</p>
<p><b>Marketing / Communication</b></p> <p>Communication and Consultation with Parent's, Caregivers and Whanau.</p> <p>Parent Information and Social events.</p> <p>Promotion Plan.</p> <p>Liaison with local schools, and other Community groups.</p>	<p><i>We hosted our annual family take-away evening last Thursday and as usual we had an amazing turn out. It was a lovely summer evening and the families all enjoyed relaxing on the grass and enjoying time together.</i></p>