

CHERRY'S ON RIVERVIEW

Kia Ora and Welcome to Cherry's on Riverview. Here is all the information you need to get you and your family started with us.

Cherry and Richard Howitt



INTRODUCTION

Cherry's Early Learning Centre offers you a high quality childcare and education service in a natural, caring, and safe home-like environment.

We provide a daily programme of free-play alternatives and planned activities, based on the children's interests and an inquiry learning approach to our current projects.

Our curriculum basis is Te Whariki and our focus is on children's wellbeing, communication, belonging, contribution and exploration.

Our Centre is an Enviroschool and we adhere to the principles of sustainability in all our practises.

OUR PHILOSOPHY

Children are unique individuals, supported by professional teachers and in partnership with their families, they are encouraged to be curious about our world and their place in it.

Parents, as the first educators of their children, are valued for their wealth of talent and diversity.

Cherry's is an Enviroschool where sustainable practices, both environmentally and ethically, form the foundations of our beliefs and practices.

We provide a nurturing, homelike, learning environment in a garden setting, where the child's place in nature, and respect of our earth, is valued.

Through waiata, te reo and tikanga Māori our children appreciate the bicultural heritage that is theirs as young New Zealanders.

KEY DETAILS



Govt. Licensed for 45 children aged 1 to 5 years: 33 in Older Children's area 12 in Infant and Toddlers Licensee – Cherry Howitt



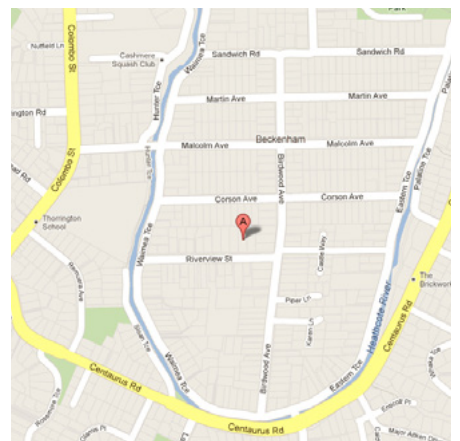
Open 8.00am to 5.00pm



(03) 332 4743



45 Riverview St
Beckenham
Christchurch 8023



CHERRY'S ONLINE



For more information go to www.cherrys.co.nz or email gill@cherrys.co.nz



IMPORTANT INFORMATION



INVOLVEMENT BY PARENTS / WHANAU

You are welcome to be involved in our centre programme by:

- Spending time at the centre with your child
- Sharing your expertise with our children and centre community
- Collaborating with teachers on your child's learning by contributing stories to your child's profile books, contributing to our documentation panels, and giving informal verbal feedback about your child
- Attending social functions and educational evenings offered by the centre
- Parent helping on excursions
- Taking part in our Policy review process by reading policies put out for review and commenting on these
- Being part of our enviroschools project and embracing our sustainable practices, including waste free lunchboxes.



HOURS

8.00 am to 5.00 pm. Please arrive no later than 4.55 pm as we close at 5pm sharp. Our teachers leave at 5pm also.



FOOD

If attending a full day or an 8-1 session please provide food for your child's day with morning tea

in a smaller named container and lunch in a named box. If attending 1-5 please provide a smaller named container for afternoon tea.

We do provide drinks in real porcelain cups and children have access to water. Plastic drink bottles are not encouraged. We have a waste free lunch box policy, please read our brochure.

Celebrations are acknowledged with healthy food. If parents want to provide food for children's birthday celebrations we request as an alternative to cake that they provide plain popcorn, a fruit platter, fairy bread, mini muffins, or food similar. We will always make your child feel special as part of the celebration. We have a peanut-free policy. When providing food for celebrations please include a copy of the ingredients or recipe as we need this for our allergy records.



CLOTHES

Please dress your child in clothes designed for play (it will be messy at times), and provide a spare set of named clothing in a named bag. Provide a named sunhat in summer please.



INFANTS & TODDLERS

Please provide bottles, food and disposable or cloth nappies. Our disposable nappies are composted at Rangiora.



PAYMENTS

Weekly accounts are emailed. These show a weekly invoice, recent payments and the balance due. Payments are by Direct Credit or Automatic Payment on the internet.

Account number for web payments is 03-1594-0056638-00

Please use your child's name as the reference on the internet payment. Fees are due weekly or fortnightly.

While settling full fees are waived for the first 4 sessions, you will be charged only for the reduced amount of time you and your child attend. Full fees are payable from the 5th session on.



HOLIDAYS

We are closed for Public Holidays, including Show Day. We are open through all School Holidays, except Christmas, when closing times are for about two weeks. Dates are to be notified each year.



IMPORTANT INFORMATION

BOOKING COMMITMENTS

Minimum booking times are for TWO days, either full day or half day sessions. Your booking is permanent and must be paid for until cancelled with TWO weeks written notice. Keep to booking times as changes affect our staff/child ratios and licensing capacity.

ABSENCES

If a child is absent, full fees are payable for the booked time.

If a family has bookings for 20 hours or more and the Centre has one weeks notice of an absence then half fees are payable, for up to four weeks per year, providing they are not consecutive for more than three weeks. If you are absent for more than three weeks in a row, please advise our centre as MOE funding stops and you will need to pay full fees to retain the booking.

There are no half fees for children accessing 20 Hours ECE. Please notify us if your child will not be attending. No fee is charged for Statutory Holidays or for the closure at Christmas.

OUTINGS

All excursions require parents signed permission prior to each outing. Staff to child ratios are posted on outing forms for your approval before signing.

SICKNESS

The Centre will publicise any common infectious diseases which children may be exposed to during their time at the Centre. Children may not attend if they are sick. Children must be free of symptoms for at least 48 hours if they have had a fever, rash, sticky eyes, diarrhea or vomiting.

IMMUNISATIONS

All children aged 15 months or older are required to show staff an Immunisation Certificate and fill in the Immunisation Verification form. Children without immunisation may be asked to stay away if there is a risk of them catching a disease for which there was a vaccination.

ATTENDANCE REGISTER

It is important that you sign in your child each day upon arrival and enter arrival time, then sign out when leaving and enter the time you depart. For more than half the time you must attend within half an hour of your booked time. We may not claim full funding for children who do not attend to this pattern.

We are dedicated to providing quality education and childcare, so please immediately discuss with us any concern that you may have.

Please note that parents and caregivers are welcome to visit at any time.

We trust that your time with us will be a happy one.

Cherry and Richard Howitt





STRUCTURE OF FEES



All bookings must be for morning sessions (8-1), afternoon sessions (1-5), full days (8-5), or a combination. The minimum enrolment is two days (full or half days)



STANDARD FEES (UNDER 3 YEARS OR WHEN NO 20HRS ECE CLAIMED)



FEES WHEN 20 HRS ECE CLAIMED

Morning (8am - 1pm)	\$40	\$0
Afternoon (1pm - 5pm)	\$30	\$0
Full day rate (8am - 5pm)	\$50	\$24 (max. 3 days)
Full time (5 full days)	\$245	\$132

For 3 and 4 year-olds *20 hours ECE is available once an Attestation form has been completed.

- Time in excess of 20 hours per week, or in excess of 6 hours per day, or in excess of attested hours, requires a fee payment. Refer to the chart above plus note 2 below.
- | | |
|--------------------------|----------|
| 3 full days | \$72.00 |
| 3 days plus a morning | \$87.00 |
| 3 days plus an afternoon | \$82.00 |
| 4 full days | \$97.00 |
| 4 days plus a morning | \$122.00 |
| 4 days plus an afternoon | \$117.00 |

WINZ subsidies are available for certain income levels. For information go to:

www.workandincome.govt.nz/individuals/a-z-benefits/childcare-subsidy

No fees are charged for statutory holidays and the Christmas New-Year closure. When we are forced to close temporarily

due to extreme weather or infrastructure failure our insurance policy does not cover us and we are unable to waive fees.

Full fees are payable for all absences. Half fees apply when booked for 20 hours or more per week and one weeks notice of intending absence is given, with four weeks maximum per year. There are no half fees for absences with 20 hours ECE bookings.

ABSENCES

If you are absent for more than three weeks consecutively, please advise our centre as MoE funding stops. For those on 20HRS ECE the payment of Standard Fees is required.

LATE FEES

\$20 per 1/4 hour or part thereof will be charged after 5pm. Teachers will inform you of this fee and it will be applied to your next account and paid to the two teachers who have stayed on to look after your child.



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Please use your child's name as the reference on the internet payment. Fees are due weekly or fortnightly. While settling, full fees are waived for the first 4 sessions, you will be charged only for the reduced amount of time you and your child attend. Full fees are payable from the 5th session on.

OUR STAFF



Cherry and
Richard Howitt
**Directors and
Licensees**

B.Soc.Sci (Hons), Diploma of Teaching –
Secondary (Both Cherry and Richard)



Gill White
General Manager

Bachelor of Teaching & Learning (ECE)



Serena Gallagher
**Administration
Officer**

TEACHERS OF OLDER CHILDREN



Rowena - **Co Team Leader**
Bachelor of Teaching & Learning
(ECE)



Michaela - **Co Team Leader**
Diploma of Education (ECE)



Corie - **Teacher**
Bachelor of Teaching & Learning



Stacey - **Teacher**
Bachelor of Teaching (ECE)



Monique - **Teacher**
Bachelor of Education
(Teaching) – Early Years



Georgina - **Teacher**
Bach. of Arts, Post-Grad. Dip.
in Primary Education, Cert. in
Rudolf Steiner Education



Dee - **Teacher Aide**
Studying for Bachelor of
Teaching and Learning



Liz - **Teacher Aide**
Diploma of Teaching (ECE
and Primary)

TEACHERS OF INFANTS & TODDLERS



Melanie - **Head Teacher**
Bachelor of Teaching and
Learning (ECE)



Sally - **Teacher**
Bachelor of Teaching and
Learning (ECE)



Sonia - **Teacher**
Diploma of Teaching
(ECE)



Justine - **Teacher Aide**



Rachel - **Teacher**
Diploma of Teaching (ECE)



Natalia - **Teacher**
Bachelor of Teaching and
Learning (ECE)