



Knighton After School Programme Inc.

Knighton Normal School, Knighton Rd, Hamilton, Phone 07-856 8677,
Mobile 022 642 0726

March 2021

		<u>NUMBER</u>
CHAIRPERSON	NOELLE LAPWOOD	PH 020 411 11785
SUPERVISOR/CO-ORDINATOR	DAPHNE BARLOW	PH 027 37 37403
ASSISTANT SUPERVISOR	GAYE CHESHAM	(Tuesday, Wednesday)
ASSISTANT SUPERVISOR	SHELLEY MORRIS	(Monday, Thursday, Friday)
TREASURER	ROCHELLE CANT	PH 021 716 759
FINANCE ADMINISTRATOR	LOUISE ROGERS	PH 020 416 23919
departing HOLIDAY SUPERVISOR (only PLANNING April Holiday)	JACQUI GRAYSON	(B4S Monday) PH 021 819 111

Wow; what a year we have been through, but hopefully things will be back to normal soon. Over the last few weeks we have welcomed many new families who are settling in and greatly enjoying our programmes. We would like to take this opportunity to welcome all our families back and are looking forward to getting to know each and every one of you. Unfortunately we are experiencing children being very rough with our toys and breaking them on purpose, eg ripping heads and legs off the dolls, cutting tails off the animal's etc. If this continues parents will be asked to replace these items, as it's costing the programme a lot of money to replace these toys. If your child accidentally brings something home which doesn't belong to them, could you please return it to KASP. This would be very much appreciated by all. Please remember during terms one and four all children are required to wear a sun hat when outdoors. Parents please keep in mind when withdrawing your child/children from our programme's you are required to give one week's notice. Parents/Caregivers have you ever thought about joining our committee? Once again we are looking for new committee members as KASP is governed by you our parents, so without your support the programme's could not function.

FEES

Many thanks to those parents who pay their fees promptly, and who are taking advantage of being able to pay a term in advance. A reminder, as per policy you are charged for **all** booked time. Please keep an eye on your Invoices on your Aimyplus on-line profile and pay ASAP thank you.

Please put your child's name as reference. KASP account number is Westpac 03-1559-0016032-00

KASP Policy is all fees must be paid in advance weekly, fortnightly or by arrangement with the Supervisor

KNIGHTON BEFORE SCHOOL (KBSP)

To ensure your child has arrived safely to the before school, they must be signed in by a parent, caregiver or supervisor at all times. If this is a problem as your child, who is 7 yrs or over, walks or bikes to school, you need to sign a permission form with the supervisor.

KBSP runs between the hours of 7.00 - 8.30am. If your child arrives before 6.50am an early fee will be charged.

**IMPORTANT: Please if your child is going to be absent for any reason.
PHONE or Text 022 6420726**

ABSENT CHILDREN

Please remember to notify KASP if your child is going to be absent for any reason. You can either text or phone and leave a message on the cell phone, or let the school know your child will also be absent from KASP if you are ringing with a class absence. Failing to do so will incur a **\$5.00** penalty fee. This saves Daphne, Gaye, Shelly and Jacqui a great deal of time and worry.
Your child's safety is paramount to us.

ALL CHILDREN MUST BE COLLECTED FROM KASP BY 4.30PM or 5.45 PM SHARP.

Or a late fee will be charged.

CLOSURE of GATE on KNIGHTON ROAD

When you leave with your child(ren) MAKE SURE the GATE is CLOSED behind you, so that no unaccompanied KASP children can leave the school grounds.

AFTERNOON TEA

So your Child/children doesn't/don't feel hungry in the late afternoons. It would be appreciated if you could put some extra food into their lunchbox. (Nothing containing nuts.)

ALL CHILDREN MUST WEAR SUN HATS DURING TERMS ONE AND FOUR.

This is a school policy. The children will not be able to play outdoors unless they are wearing a sun hat. We suggest you put a hat from home into the bottom of their schoolbag.

STAFF

I would like to take this opportunity to say a big thank you to the team for all the wonderful activities, work and effort they put into making the programme an enjoyable fun place for the children to be. We are very lucky to have such an awesome team to work within.

At the end of Term One we bid farewell to Jacqui Grayson our Holiday Supervisor, Health and Safety Co-ordinator and Administration Support person. We would like to say a big thank you to Jacqui and wish her all the best in any endeavours she may wish to follow.

MESSAGE BOOK

To save the parent's time waiting to see the supervisor, there is a message book set up by the daily roll. Please feel free to use this book. Put the date, print your message clearly then sign your name. Hopefully this will speed things up for your convenience.

COMMITTEE

KASP is an Incorporated Society which you become a member of when you pay your Annual \$15.00 enrolment fee. This entitles you to have a say either as a member of the Committee or at the A.G.M. There is a remuneration paid for each meeting attended. We ARE looking for new members as a couple of our long-standing members are leaving, so please message Louise Rogers (02041623919) if you would like more information about what is involved. A big thank you to Noelle Lapwood, our chairperson and the committee for their outstanding work this year. Their help and support has been very much appreciated by all.

Without support from our parent membership KASP would not be able to function!

ANNUAL GENERAL MEETING

This is to be held on **Tuesday 30th March at 6pm**, in meeting room 1 by the school office.

There will be no pressure on parents attending our AGM to go onto the committee so please put this date in your diaries. We would love to see you there. A committee meeting may follow the AGM.

If you have any concerns, queries or suggestions about KASP please don't hesitate to contact Noelle or Daphne. We really appreciate feedback about our programmes.

Noelle Lapwood (Chairperson) and Daphne Barlow (Coordinator)