

## What to bring to Playgroup

- \* Bring along a drink and a healthy snack (fruit etc).
- \* **Please note that we support a “no nut” policy during all playgroups sessions due to possible severe allergic reactions.** If your child has a known allergy to food or other substance, please inform the other members of the group to reduce any risk of exchanged food.
- \* Bring a sun hat and SPF 30+ sunscreen.
- \* Dress children in appropriate play clothes to allow freedom of movement.

## Membership

The parent or carer of the participating child is required to be member of the Surrey Hills Neighbourhood Centre Inc at an annual cost of \$8.

## Enrolment

All children participating in the playgroup are required to be enrolled and listed on the Term's Enrolment Form.

## Parking

Limited parking is available in the cottage car park. Enter from Bedford Ave, via lane.

## Change of Details

It is important that the Centre has up-to-date records in the event of an emergency. Please notify us of any change in contact details.

## Cancellation of Attendance

Please notify us as soon as possible if you are not returning to playgroup so that the place may be offered to the next person on the waiting list.

## Cancellation of Sessions

SHNC may in exceptional circumstances, cancel a playgroup session if the Chandler Room is required. Under these circumstances an additional session (or a refund) will be offered.

[www.surreyhillsnc.org.au](http://www.surreyhillsnc.org.au)

## Surrey Hills Neighbourhood Centre

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Surrey Hills 3127

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# Surrey Hills Neighbourhood Centre

## Playgroup Information 2012



## **The Role of Playgroups at Surrey Hills Neighbourhood Centre Inc**

Playgroups are a great way to meet other local families to talk, make friends and share experiences, while providing children the opportunity to learn and develop through play.

### **Learning through Play**

Children learn through play. Social play gives children a chance to practice getting along with one another and learn new skills. Play is vital for their physical, social, intellectual and emotional development. Playgroup creates a special, relaxed time for parents or carers, children and babies to interact. At playgroup children can:

- \* Enjoy painting and simple craft activities
- \* Learn simple rules and routines
- \* Participate in indoor and outdoor free play
- \* Improve their problem solving abilities
- \* Listen to stories
- \* Be involved in imaginative play
- \* Enjoy music experiences

It is never too early to start helping your child to make friends and to begin learning more about the outside world.

### **Session Times**

Mondays	9.30 -11.30am
Tuesdays	9.30 -11.30am
Thursdays	9.30 -11.30am
Fridays	9.30 -11.30am

Please contact us regarding availability.

### **Facilities**

The playgroups are offered the use of the Chandler Room, the kitchen for tea and coffee and a fully secure outdoor area. Indoor and Outdoor toys and play equipment are provided.

### **How does playgroup work?**

Each parent or carer is responsible for the supervision of the child/children they bring to playgroup.

Each playgroup runs for approximately 2 hours with each group organising their own session. Following Playgroup Victoria guidelines we encourage a structure of indoor/outdoor play, simple craft activity, snack time, group time with music or a story, and a pack up time.

Each group may plan activities appropriate for the age group of the children, drawing on the skills and suggestions from the group members, along with the Centre's resources. This provides a positive experience for both parent or carer and child.

### **Responsibilities**

All participants are encouraged to assist throughout their session. It is the group's responsibility to ensure that by the end of the session:

- The Attendance Register is signed and returned to the Office.
- All toys and equipment are returned to their correct locations.
- The floor is swept.
- Tables are wiped clean and stacked.
- Lights, heating or cooling are turned off.
- All external doors are locked.
- The room and facilities are left ready for the next group.

### **Fees and Money Collection**

Surrey Hills Neighbourhood Centre is a non profit organisation. Therefore, it relies upon fee collection to cover running costs.

Payment, on a termly basis, is required in advance to secure a place in the playgroup for the following term. Where playgroups fall on a public holiday there will be no playgroup and this will be reflected in that term's fees.

If a parent or carer is having difficulty with payment of fees, they should speak with the Centre Manager.