**Transition to school**

The aim of our CELC transition to school policy is that CELC educators and local parish schools will work in collaboration with families to help facilitate a smooth, efficient and effective transition to formal schooling for children.

During Term 4 Miss Samojlowicz will be visiting CELC on Friday to establish a relationship with all of the children transitioning to St Michael’s Primary School in 2014. Don’t forget our Kiss and Drop starts on Monday the 4th November.

---

**Access Control**

You have probably noticed the large orange arm sticking out of the garden on your way into CELC. This is our access control. The works will be completed in full Friday 18th October. The delay has been caused by the late delivery of the swipe fobs.

To get into CELC all families/authorised collection persons require a swipe fob. These deives can be attached to your key ring and will be available during the week of the 21st October.

The swipe fobs will be leased to families through a refundable deposit of $10.00 per swipe fob.

In the event that the swipe fob is lost or broken the $10.00 deposit will be used for full replacement of the devise.

The gate lock will be armed from the week of the 28th October.

**PLEASE NOTE** all families will have a charge of $10.00 on their account for the cost of one fob. If you require a second or third fob the chargeable amount will reflect the number of fobs needed.

---

**Is your child’s hat Sun Safe?**

A sun safe hat has a:-

- Legionnaire hat;
- Bucket hat with a deep crown and brim size of at least 5cm (adults 6cm);
- Broad brimmed hat with a brim size of at least 6cm (adults 7.5cm).

**PLEASE NOTE:** Baseball caps or visors do not provide enough sun protection and therefore are not recommended.

**Please Note:** Children without a sun safe hat will be asked to play in an area protected from the sun (e.g. under shade, or on verandah areas).

---

**Nude Food Celebrations**

Nude Food Day encourages individuals to make their lunch a healthy, nutritious and environmentally friendly meal by filling lunch box’ with fresh food and eliminating all unnecessary wrapping!

We have a Tupperware display being set up on the lockers by one of our families. You are welcome to order airtight lunchbox containers and water bottles to help in reducing plastic wrap and contributing to a healthy planet.

All catalogues are to be shared between our CELC community, please return catalogues when you have finished browsing. We will be keeping one brochure at the CELC because of the level of interest in Tupperware.

All orders are due by Friday 25th October.

---

**License Hours**

CELC St Michael’s is open Monday to Friday 8:30 to 3:30pm. Children and families are not to enter the CELC premises until 8:30am.

The CELC clock is set by the National Time register ph.: 1194

Our operation hours are not set by individual wristwatches, and or mobile phones. When the access control starts on Monday 28th October, Families will be denied entry to CELC until 8:30am.

---

**Term 4**

- Tuesday 8th October – Term 4 begins
- Monday 21st October – National Kidsafe Day
- Friday 1st November – All Saints Day
- Saturday 2nd November – All Souls Day
- Monday 4th November – Kiss and Drop Starts for 2014 school children
- Tuesday 5th November – Melbourne Cup
- Monday 11th November – School children 2014 wear school uniform Week
- Monday 11th November – Remembrance Day
- Wednesday 13th November – Diwali
- Friday 15th November – Islamic New Year
- Monday 18th November to Friday 22nd November – Parent Teacher Interview
- Wednesday 20th November – Universal Children’s Day
- Thursday 28th November to Thursday 5th December – Hanukkah
- Friday 29th November – Kiss and Drop Finishes for schoolers 2014.
- Sunday 1st December – Start of Advent
- Thursday 19th December – Term 4 ends

- End of Year
- Concert & Graduation

Friday 20th December – Professional Development Day – Preschool closed

---

**Calendar Events for 2013**
All families are required to complete a re-enrolment form. Even those children transitioning to school in 2014. For children going to big school we ask that you indicate which school you have enrolled in so that educators can include this information in our transition program. We will be currently in the process of offering days to people on our waiting list for 2014. If you have not indicated your preference for re-enrolment in 2014 we will assume that you are not returning and your position will be terminated.

**Term 3 Fundraising Efforts**
We have spent some of our fundraising money on two children’s outdoor tables, four wheelbarrows, a set of four garden rakes, shovels and four planter box’. These items were on display in the admin area for a short time – sorry the children wanted to use them. We have also purchased new sand to refill our sandpit.

**What to wear to CELC**
Just a reminder for families on what children should wear. Educators and children will wear sun safe clothing that covers as much of the skin (especially the shoulders, back and stomach) as possible. This includes wearing:

· Loose fitting shirts and dresses with sleeves and collars or covered neckline.
· Longer style skirts, shorts and trousers.
· Children who are not wearing sun safe clothing can be provided with spare clothing.

*(Please note: Midriff, crop or singlet tops do not provide enough sun protection and therefore are not recommended).*

CELC requires safe footwear, it is important for activities such as climbing and running.

For the safety of children CELC requires that children **DO NOT WEAR THONGS, SLIPPERS, or CROCS** due to possible hazards.

**Where has the lunch basket gone?**
The CEO has been reviewing all the CELC policies in consultation with CELC Directors and educators. The review has indicated that all perishable foods e.g. dairy products including butter on sandwiches, cold meats, cut fruit and vegetables, are to be stored in a sealed container or plastic bag in the refrigerator.

Non-cut fruit and other food item that does not meet the above description can be placed in the morning tea/lunch basket.

**Have you returned your child's USB?**
We have some USB devises that have not been returned. These devises store all of your child’s documentation. Could you please return the verbatim USB drives to CELC ASAP.

**Friendly Fee Reminder**
All families should have received their term 4 invoices during the last week of term 3. Along with your invoice was a cover letter explaining payment options. If you have chosen option one your fees are due in full be Friday 1st November 2013 (weekly or fortnightly payments should be made up to this date). If you have chosen option 2 you must have paid your first three weeks by Friday 11th October and regular weekly or fortnightly payments in advance so that all fees are paid in full by Friday 29th November.

For families finishing their enrolment at the end of this year, please remember to deduct your two week holding bond and access fob fee from your total invoiced amount.

**Christmas Party - Nurrangingy Reserve Wren Picnic Area**
We are going to try something a little different this year for our Christmas celebration. This year we are going to Nurrangingy Reserve Doonside to the Wren Picnic area. 4pm to 7pm. There is a water play zone to keep the children cool. The water will be turned off at 6pm, at which time we will gather together and sing some carols and give our CELC friends a small Christmas present.

**Graduation Mass**
This year we will be holding a graduation mass for the children transitioning in 2014. Diary date yet to be finalised. The teachers at CELC think it would be nice to celebrate this momentous occasion with a special mass and light refreshments at St Michael's Parish Church. Invitations will be sent home to families closer to a confirmed date. The date is tentatively set for Tuesday 10th December