

## ***Change in details***

Please immediately advise us of changes in contact telephone numbers and/or alterations to family structures. We may need to contact you in an emergency.

## ***Newsletters and notice boards***

Each child is given a named pocket in which notices will be placed.

Bus children will be provided with a communication folder to ensure notes, Newsletters etc arrive home in one piece. You can telephone the Kindergarten and leave a message if we don't answer. Placing notes inside the lunchbox can also work very well.

## ***Have a chat***

Our doors are always open. Please do not hesitate to contact staff if there are any issues you wish to us address or if you have any questions. We look forward to working with you and your family.