



## **NIS Playgroup Agreement Form** **2016-2017**

### **1. One Adult to Accompany Each Child at Playgroup**

NIS Playgroup sessions are required by law to have an adult accompany **each child at all times**. Playgroup is designed as a means to facilitate interactions between the caregiver and child, and is not intended as a time for your child to be independent in the classroom. For reasons of space in the classroom, we ask that each child be accompanied by **one adult only** during class time. Any additional adults will need to wait outside the Playgroup Cottage area.

### **2. Use of Mobile Phones, Cameras and other Electronic Devices**

We expect every parent/caregiver to put their phones and electronic devices away and use Playgroup time to concentrate on their child. During Playgroup, parents/caregivers are not allowed to take photos or videos, and also should have their mobile phones turned off.

### **3. Parking at the Kindergarten (Bungalow) Campus:**

Parents should park at the nearby car-parks when attending Playgroup. The driveway is not school property, and owners of cars parked there are liable to fines. You will not be allowed to leave your child unattended or ask the class teacher or other parents/caregivers to look after your child during Playgroup while you park or check-on your car.

To ensure the safety of all students and staff, under no circumstances may private cars or taxis be driven past the gate and up the hill to the Bungalow Campus.

### **4. Encouraging Appropriate Behaviour**

If your child is unable to settle during Playgroup, we recommend the best way to deal with this is to accompany your child outside the Playgroup classroom until he/she calms down. This will involve removing your child from the group activity until he/she is settled down and can re-join the activity happily and successfully.



## Encouraging Appropriate Behaviour (continued)

Parents/caregivers must be good role models to their children at all times, helping them to grow, develop and learn positively. In line with this, NIS cannot tolerate any inappropriate disciplining strategies (e.g. yelling, threatening, or hitting). Please speak with your Playgroup teacher after class if you need assistance with strategies to help your child settle and participate well in Playgroup.

If behaviour continues to be disruptive for the rest of the class, you may receive an email for further discussion on how best to address the problem. If at the end of the Playgroup session the disruptive behaviour has not yet been resolved, the school reserves the right to suspend re-enrolment for subsequent Playgroup sessions.

## 5. Playgroup Arrival and Departure Times

Parents should arrive 5 minutes before the scheduled Playgroup start-time and leave directly after the class has concluded. This is necessary to allow time for classroom cleaning and preparation for the next Playgroup session. Unfortunately, we cannot allow children to play in other areas of the Kindergarten either before or at the conclusion of the Playgroup classes.

## 6. Student Illness—When to Keep your Child at Home

A student who is sick or feels unwell should stay home and possibly see a doctor for diagnosis and treatment. If during class time your teacher observes your child feeling unwell or displaying symptoms of illness, your teacher will ask that you not stay for the rest of the class. This is done for the sake of your child as well as for the sake of the other children in the class.

According to health department regulations, students who have had a fever should not return to school until they remain fever-free (without the aid of fever reducing medication) for 24 hours.

Please notify the school if your child is absent for more than two Playgroup classes or if your child has been diagnosed with any reportable contagious illness. Other conditions may apply depending of the type of infection and severity according to Health department advice.



## 7. Special School Arrangements

The school will arrange make up classes for any part of Playgroup that is cancelled due to school's recommendation only, such as if your teacher is sick and we are unable to find a suitable substitute. We DO NOT offer make up classes for lessons missed for any other reason, including government weather warnings or other government school cancellations.

## 8. Before Playgroup Starts: Playgroup Payment and

Parents should submit the enrollment form with payment as well as return this *NIS Playgroup Agreement Form* (with signature) to the Kindergarten Office **before** your first Playgroup class.

## 9. Playgroup Re-enrollment and K1 Enrollment

Re-enrollment in subsequent Playgroup sessions is not guaranteed, but subject to factors including availability of spaces, class composition, and behaviour.

NIS Playgroup students who wish to apply for NIS Kindergarten will need to submit a separate Kindergarten application form. Interviews for NIS Kindergarten will commence in the beginning of October.

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**I agree to abide by NIS Playgroup guidelines, as outlined in the above  
*NIS Playgroup Agreement Form.***

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Playgroup Class: \_\_\_\_\_

Start Date: \_\_\_\_\_