

ESW Newsletter

TERM 3 2011



Welcome back to Term Three, we hope you had time to relax during the holidays and are looking forward to supporting the children in their early childhood centres to achieve their goals. Snow has hit areas of the South Island and we are certainly feeling that icy blast here in the North Island.

Dates for Term 3: 1 August - 7 October 2011

ESW Workshop: There will be no workshop this term due to how we are allocating the paraprofessional budget which is the funding that is received from the Ministry of Education. Your professional development opportunities this term will include visits from Visiting Specialists and for some of you IP meetings. There will be a workshop in term 4.

House Keeping:

- ❖ With working in early childhood centres it is easy for you to come into contact with various viruses that are going around. You may find it useful to have some hand sanitiser in your car that you can use after working with each child. Some Centres also have it available for the staff to use so that may be an option.
- ❖ Please make yourself familiar with the emergency procedure for the ECC's that you are working in e.g. where the evacuation position is should there be a fire.
- ❖ Most Childcare Centres have a visitor's book, so don't forget to sign in and out.
- ❖ Please adhere to your contracted times, any changes need to be made in consultation with McKenzie Centre.
- ❖ Requests for leave need to be in writing, we do try to accommodate these requests but this can be dependent on the level of support that the child/children you are working with require.
- ❖ Complete your time sheets daily as this will cut down on mistakes and the administration time used to correct these. If you do not work on a Friday, please forward you contracts to Sandra on a Thursday afternoon or Friday morning. Sandra prefers to receive your timesheets by 4pm on a Friday, however for ESW's who work late on Friday afternoons, these can be emailed over the weekend.
- ❖ **IP** - read the goals and use the strategies as part of your role. Keep IP goals in mind when you are writing the journal at the end of a session. Teresa has read some very positive entries in some of the communication journals and families have commented that they value your feedback. This is also appreciated by the key workers at McKenzie Centre and examples are sometimes used at IP meetings. Please let your Key Worker know if you do not have a copy of the child's current IP. The early childhood centre will have a copy so you could ask to look at that.
- ❖ **Confidentiality:** It is important to always keep in mind that any information you receive in the course of your employment is confidential. This includes information about the child, the child's family, disability and circumstances. This also includes information about McKenzie Centre and the staff.

Pay Rises

McKenzie Centre Trust and Management have the best intention to offer all staff pay rises, however this is dependent on the budget, Ministry of Education Funding and the economic climate. An annual increase is therefore not automatic but the good news is an increase has been included in this year's budget.

Thank you to you all for the work you do with the children, we feel we have an excellent team of ESW staff and it is a pleasure to see you all growing in confidence in your role.

We do get positive feedback about many of you from the staff at the early childhood centres so well done everyone. Later this term and next Teresa will begin your annual Performance Appraisal which is another opportunity to give you feedback.

Turtle Safe DVD:

The DVD is a joint venture between Ministry of Civil Defence and Emergency Management and the Auckland City Council. It has been sent to over 6000 early childhood centres and playgroups in New Zealand. McKenzie Centre has a copy. You may have seen one in the centre you are working in. Turtle Safe features a cartoon dog called Stan who tells children who are inside when the earth begins to shake, to get under a table and hold on. Stan tells children if they are outside when the earth begins to shake, to crouch on the ground and cover their head, like a turtle tucked up in bed. It is an excellent resource. It should be available on line at www.getthru.govt.nz.

Postural control focus:

Thank you to all you who attended the ESW workshop in term 2.

Postural control is important for most of our kids as it's necessary for the development of both gross and fine motor skills. Without it our balance and ability to do a lot of tasks is significantly affected. Here are a few reminders to think about when working with all our children.

- Encourage obstacle courses with lots of crawling, climbing, stepping on/off and balance beams.
- Slow them down as this involves more control
- Clapping and marching are great ways to modulate their speed
- Encourage rolling, spinning, swinging and looking upside down.
- Find opportunities for them to follow with their eyes only (not moving their heads) e.g. bubbles, puppets
- Remember to work towards 2 handed netball passes - throw balls upwards while sitting on a chair or standing on a wobbly surface
- Encourage body awareness songs and games
- Play push and pull games e.g. tug of war
- Provide some opportunity to walk in bare feet especially in the sandpit as weather allows
- HAVE FUN!

McKenzie Centre Website:

You will find our Parent and ESW newsletters online so you can keep up to date with us now and in the future: www.mckenziecentre.nzl.org

Lillian does a great job of updating the website. Take a look!

Remember to contact us if you have any concerns or questions at any time. We are always happy to hear from you. Have a great term!

Key Workers:

Estelle Pretorius	ext 704, Speech Language Therapist
Teresa Blake	ext 712, Early Intervention Teacher
Anita Wilson	ext 703, Speech Language Therapist
Andrée McGibbon	ext 707, Early Intervention Teacher
Ursula Rapley	ext 706, Early Intervention Teacher
Sue Scott	ext 706, Physiotherapist
Claire Hintz	ext 708, Occupational Therapist
Trisha Bengé	ext 710, Centre Director
Helen Gempton	ext 702, Business Manager



As well as:

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 Lotteries Community Fund
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