

ESW Newsletter

TERM 2 2015



“A person who never made a mistake, never tried anything new” Albert Einstein

Welcome back to Term Two, we hope you had an enjoyable and relaxing holiday break and are ready for the new term. The weather is cooler and winter is on its way, so please take care of yourselves and use the hand sanitizers that are usually available at early childhood centres or carry some in your car to help prevent illness.



Dates to Remember

- ✚ Term 2 dates: The term commences on 20 April 2015 and the last date for the term is 3 July 2014.
- ✚ Your current contracts finish on, or before, 30 June 2015 and new contracts commence on Wednesday 1 July 2015.
- ✚ 27 April 2015 :Anzac day holiday
- ✚ 1st June 2015: Queens Birthday holiday

House Keeping

- ✚ Some new contracts and changes to current contracts have been sent out, so please sign these and return a copy to McKenzie Centre as soon as possible. The admin team can then enter your hours of employment into the computer system for the pay roll.
- ✚ Remember to wear your name badge while working in the early childhood centres, this identifies who you work for and your name, as there are often relievers working in the early childhood centres.
- ✚ Please remember not to change your hours of employment without consultation with Teresa and punctuality is very important.
- ✚ Attending personal events and being away does have an impact on families and early childhood centres. Please consider the children, centres and families when requesting leave. Leave requests must be in writing, an email is fine, so we have a record of the request. Not all requests will be approved.
- ✚ Flu injections are available at Anglesea Clinic, advise reception on arrival that you are employed by McKenzie Centre. You will need to wait about 20 minutes after your vaccine. If you are eligible for a free vaccine, please go through your own GP.
- ✚ Early Childhood Centre's have varying philosophies and this can make it challenging for you to implement the IP goals. You need to respect the philosophy that is used and work within this while supporting the children.
- ✚ Parents may ask you questions about their child e.g. what does the child's future look like; what to do about particular issues that arise; **always refer them to the Key Worker.**



Time sheets:

Your entries should be done on a daily basis to ensure accuracy and when using an email template please update this from one week to the next to ensure dates and times are correct. There have been a number of errors recently which have resulted in corrections and changes needing to be made by the admin team. Getting your time sheets in on

time is your responsibility. Without the timesheets the Admin Team can not enter your information into the payroll.

Staffing Changes:

Shari Marsters: Shari will be finishing with McKenzie Centre at the end of the first week of the term to commence a new role in the community. We wish Shari all the best for the future and thank her for her contributions to the children, families and Centre's.

ESW Workshop:

The Signing workshop in Term One was well attended. Using sign for some ESW's is new, but there are a few ESW's who are very confident.

The Aims of Signing are:

- For basic communication
- To help with understanding
- To develop language skills
- To facilitate social interaction
- To help build relationships
- To increase equal opportunities
- To build on typical patterns of communication development

Use your hand out to increase your knowledge.

There will be no ESW Workshop this term, but in Term Three the topic will be the Hanen strategy of using OWL (Observing, Waiting and Listening). You may want to do some research around this before the workshop to enrich your knowledge. A possibility would be to read information from the Hanen 'More than Words' or 'It takes two to talk' books when working your hours at McKenzie Centre.

Relieving:

Sometimes we ask you to relieve with a child in an early childhood centre who you do not know. Please talk to the early childhood centre staff and ask them for support. An alternative would be that a staff member uses it as an opportunity to work 1:1 with the child, while you engage with other children at the early childhood centre.

Congratulations:

Ruth Michels, Assistive Technology Specialist, has achieved her Bachelor of Teaching qualification and attended her graduation in April. Well done Ruth!

Trisha has been invited to enrol in the Community and Enterprise Leadership Programme through the Waikato Management School at Waikato University. Stainless Design have very generously sponsored Trisha and will cover all her course costs.

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.org.nz

Lillian does a great job of updating the website and Facebook. Take a look! Have a look at the family newsletter each term to keep you up to date with Centre news.

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!

Phone Extensions

Helen Gempton	ext 702, Business Manager
Anita Wilson	ext 703, Speech Language Therapist
Sue Scott	ext 703, Physiotherapist
Suzanne Kok	ext 704, Early Intervention Teacher

Stephanie Wacker ext 706, Early Intervention Teacher
 Estelle Pretorius ext 707, Speech Language Therapist
 Claire Hintz ext 708, Occupational Therapist
 Trisha Benge ext 710, Centre Director
 Teresa Blake ext 712, Early Intervention Teacher
 Ruth Michels ext 713, Early Intervention Teacher, Assisive Technology

Useful Websites:

www.suelarkey.com

www.pushplay.org.nz

www.downsyndrome.co.nz

www.autismhouse.org.nz

www.nzgg.org.nz/asd

www.asdguidelines.com

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