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Immanuel Early Learning Centre  
126 -142 Wisers Rd, Buderim 4556

### Dear Parents,

This will be my final newsletter as Service Leader and also the final Term newsletter for 2015. As you will have heard via the announcement from our Principal Colin Minke, I will be leaving the centre at the end of November to travel with my husband around Australia. It has been a wonderful privilege to be the inaugural Service Leader and I have thoroughly enjoyed the past six years at IELC. From the time we opened the doors of an exciting new centre through to now with the addition of an extra room and planning area for staff. Our centre has grown and flourished from the first day and I am truly thankful to have been a part of that. I will truly miss the wonderful families, the team of fantastic staff that I have, the great community at Immanuel and being a part of Lutheran Education for the past 14 years. This is a giant step for us ahead but feel it is the best time and opportunity to start a new adventure. I would sincerely like to thank everybody who has been involved with the Early Learning Centre, we have a wonderful community here at Immanuel. The position for the new Service Leader has been recently advertised. The process for shortlisting and interviews will commence early term 4 and we hope to share the announcement of the successful candidate shortly after this process.

Now onto the important bits and pieces. Wow, we only have 11 weeks before the end of the year. This term we will have an opportunity to see our local Fire Brigade and Police when they come to visit in November. Other special visitors will be Ditto from Bravehearts who will share his 'Keep Safe Adventures' and Scott Reeman from the Careflight helicopter team.

At present the children are busy planning the numerous activities in the lead up to Christmas and preparing for their end of year celebrations, including Kindergarten graduations. We have many excited children eagerly counting down the weeks after a year filled with many new adventures, new friends and fun filled learning.

Each class will be celebrating the children's learning journey from throughout the year in their own special way. This will be done through the end of year celebrations, memorabilia and the keepsakes they will be able to take home.

We have a large amount of lost property that has been left behind by children from each of the rooms. You will find the lost property bucket in the walkway between admin and the sign in area. Please ensure that you have a quick look and take home anything that belongs to your child. Remaining items at the end of the year will be recycled and placed in our spare clothes box.

Even though we still have one more term to go, on behalf of the Governance Committee and staff we would like to thank all of our families for a fantastic year with your children. We hope you enjoy a lovely break at the end of the year with your respective families that will be restful and revitalising for another year ahead.

God Bless  
Annette

## **Information this term –**

### **Upcoming Prep Sessions**

While term 4 is going to be busy for the Kindergarten children moving onto Prep next year it is also an exciting period of their lives. Stronger emphasis than previous terms is placed on attaining school readiness for these children. It is about refining and extending those learned skills from throughout the year into more defined objectives. Part of our transition to Prep for children and families incorporates some coffee/tea chat sessions during week 2 of the term. From Monday 12 to Friday 16 October we will be holding a chat session in the centre from 8.00am to 8.30am so that parents can join us for a cup of tea or coffee and chat with the ILC Prep Teachers, Head and Deputy Head of Junior school as well as the allied health professionals who visit the College being both the Speech Pathologist and Occupational Therapy Specialist. Then on Monday 19 October, ILC are holding their Prep Orientation day.

### **Class Graduations/end of year class celebrations**

The Dragonflies and Butterflies are busy planning the children's Kindergarten graduations/end of year celebrations. Butterflies will be holding their celebration on Thursday 26 November and the Dragonflies on the following Friday 27 November. The Caterpillars date has not been set as yet, so keep an eye out for further information from all rooms which will be coming soon.

### **Kindergarten children moving to Prep next year**

Parents please note that all Kindergarten children starting Prep next year will be able to stay at the centre until our last day Thursday 17 December. If you are looking for care for them in January you will need to book them into your child's future school Vacation Care Program - this is a legislation requirement.

Should you wish to finish your Kindergarten children earlier than our closing day please advise ELC admin. You will need to provide a minimum of two weeks' notice and complete a cancellation form, where bond refunds, key fob returns and account finalisations will be organised.

### **Children continuing at ELC next year**

All children who are continuing on at the ELC next year will finish their 2015 enrolment during the week Monday 14 to Thursday 17 December. All enrolments for 2016 will commence Tuesday 5 January 2016.

### **Centre closure date and re-open date**

The centre's last day of the year for all children will be Thursday 17 December. The centre will be closed for the Christmas and New Year break which is for two weeks; fees are not charged during this period. Friday 18 December is clean-up day for all staff. We will resume in the New Year for the children's first day on Tuesday 5 January. Staff will commence on Monday 4 January for professional development and classroom set-up.

### **End of year ELC family celebration/Christmas party**

We are busy organising the end of year Christmas party for children and families with planning well under way. The location will be the same as last year i.e. The Ginger Factory at Yandina. The date has been set for Saturday 28 November from 9am to 11am, so please note this in your diary. When arrangements have been finalised an invitation will be extended to all families.

## **Closing Chapel Service**

The centre staff and children will be attending the end of year College Chapel Service which is being held Wednesday 2 December at 8.30am.

## **Important End of Year Information**

Please remember - The centre end of year closure date is Thursday 17 December for children. The centre will re-open for children on Tuesday 5 January 2016. If you are not intending to commence on our first day back due to planned holidays or other reasons could you please inform administration of your intended return date. Please note fees commence for all booked children from Tuesday 5 January.

Sign in/out sheets - All attendances including absences are required by legislation to be signed. Please see Karen to ensure that you have caught up with all of these signatures.

Absent last day - If your child is leaving us at the end of the year and moving on to Prep or another centre, please be aware that under the Centrelink requirements your child must attend their last booked day to receive CCB/CCR for that day. An absence on their last day/days will incur full fees for this period of absence; Centrelink will not pay CCB/CCR for this absence.

Security fobs & bond refunds - To our families leaving the centre and moving on to Prep or another centre, please remember to hand back your security fobs so that we can credit your account along with your bond and organise final account payments. A cancellation of enrolment form (available from Annette or Karen) is required to be completed and returned to Admin with bank account details to organise refunds. If we do not have your bank details we cannot refund any remaining credit you may have. Refunds will be completed after we have received final information from Centrelink which can take about 2 weeks after your child's last day.

Final statement for the year - The final statement run for the year will be done on Friday 4 December for attendances up to and including Thursday 17 December. The statement will be emailed to all families for payment due on Monday 7 December. Where applicable (i.e. Kindergarten children moving to Prep); bond refunds will be transferred to accounts before the statement run so that you are aware of your final balance for payment the following Monday. All accounts are required to be paid in full by the due date and cannot roll over to the following year. Should you have any queries please contact ELC administration.

## **2016 Enrolments**

All place offers for 2016 are now complete to current and waiting list families. Enrolment packs are being sent to new families in October. The 2016 Enrolment forms for current families will also be distributed at this time. If you require a new handbook for next year let us know and we will provide you with a copy later in the year.

## **Orientation Evening**

We are once again holding an orientation evening for new and existing families. This is going to be held on Thursday 3 December 5.00pm to 6.00pm. Class lists for 2016 will be available on the night. This is a great opportunity for you to come along and meet your child's teacher for next year to answer any questions you may have. The structure will have a focus on allowing you the whole hour to meet other families and chat with the staff. The new Service Leader, Karen and Tracey will be available for any questions related to the administration side of the centre.

## **2016 Fees**

Currently our budget for 2016 is in the draft stage and will be presented at a Governance meeting prior to College Council who will give final approval. At this stage we envisage notification of 2016 fees will be the end of October.

## **2016 Classrooms and staffing**

The room structures for 2016 will be:

- Kindergarten program 1 - 3 ½ yrs to 5yrs (year before prep)

- Kindergarten program 2 - 3 ½ yrs to 5yrs (year before prep)
- Jnr Kindergarten - 3 to 4 yrs
- Toddlers - 2 to 3 yrs

Staffing in each of the rooms for 2016 will be finalised later in the year. Of course our two kindergarten classes will be lead again by our two Early Childhood Teachers. The centre will be recruiting extra staff with the addition of the new room for January 2016.

### ELC Shirts

The ELC children's polo shirt is compulsory from 2016. All new enrolments for 2016 will receive one of the new ELC shirts as part of their enrolment package. Extra shirts can be purchased from the College Uniform shop. I have also attached an information sheet on ways to order.

### Dates for your diary:

- Mon 5 October – Labour Day Centre closed
- Mon 12 to Fri 16 October – ILC Prep info sessions at ELC
- Mon 19 October – ILC Prep Orientation day
- Thurs 26 November – Butterflies end of year celebration
- Fri 27 November – Dragonflies end of year celebration celebration
- Sat 28 November - ELC end of year break up party
- Wed 2 December – ILC closing chapel service
- Thurs 3 December – 2016 Parent Orientation evening
- Fri 4 December – Final 2015 fee statement
- Thurs 17 December – ELC last day
- Tuesday 5 January 2016 – ELC January start date

### Staff changes this term:

#### On leave:

Leanne - 15 Oct to 20 Nov

Helen - 22 Oct to 3 Nov

Poh Lin - 10 Nov to 13 Nov

Kelly 3 - Dec to 11 Dec

#### Professional Development:

Melissa – Tue 27 October

## Recipe idea for children's lunches



### Fritter Faces

#### Ingredients:

- 4 medium zucchini
- 2/3 cup self raising flour
- 2 eggs lightly beaten
- 1 ½ tablespoons chopped fresh basil leaves
- 250g reduced fat fresh ricotta cheese, crumbled
- 2 tablespoons grapeseed oil
- 1 small carrot peeled and grated
- 1 tablespoons frozen corn cornels
- 1 small capsicum, halved lengthwise and sliced

#### Method:

Squeeze excess liquid from zucchini. Combine zucchini, flour, egg and basil in a bowl. Add ricotta. Mix until just combined (mixture will appear quite lumpy).

Heat oil in a non-stick frying pan over medium heat. Spoon 1/4 cup batter into pan, spreading slightly with a spatula. Repeat to make 3 rounds. Press carrot into batter to resemble hair, corn for eyes and capsicum for a smile. Cook for 2 to 3 minutes until browned underneath and top just set. Turn. Cook for 1 to 2 minutes or until fritters are cooked through. Transfer to a plate lined with paper towel. Cool. Repeat with remaining batter, carrot, corn and capsicum. Serve.

Thank you from all the team at Immanuel  
Early Learning Centre.

We have had a wonderful year with your  
children and we wish them every success for  
2016 and beyond.

Have a wonderful Christmas and New Year.



**Immanuel Lutheran College**

*Walk as Children of the Light*

### 2016 Immanuel Early Learning Centre (IELC) Polo Shirt Ordering Information

IELC polo shirt \$30.00 sizes 2, 4 or 6.

To order, simply go to the Flexi schools website [www.flexischools.com.au](http://www.flexischools.com.au) to purchase your items and they will be delivered the following day to the IELC. Alternatively you can visit the **College Shop**.

### Term Time Hours

Monday	7.30am to 11.00am
Tuesday	7.30am to 11.00am
Wednesday	2.00pm to 4.00pm
Thursday	7.30am to 11.00am
Friday	Closed

The 2015/2016 holiday trading hours are advertised on the Immanuel Lutheran College website under Community/College Shop.

Please direct all queries to Diane Paterson at the College Shop T: 5477 3457 or  
E: [patersond@immanuel.qld.edu.au](mailto:patersond@immanuel.qld.edu.au)