



# Hugs & Kisses

## -2019-

### -Teddies Class-



- Teaching the Teddies children this year are Tebogo (teacher), supported by Jabu & Thuli.

#### The Teddies Daily routine:

07:00 – 08:00	Arrival and Free play inside
08:00 – 08:30	Tidy up and Breakfast <i>(no later than 08:30)</i>
08:30 – 08:40	Bathroom routine
08:40 – 09:00	Ring time
09:00 – 10:00	Art and side activities
10:00 – 10:15	Morning snack
10:15 – 11:20	Free play outside
11:20 – 11:30	Bathroom routine
11:30 – 11:50	Lunch
11:50 – 12:00	Bathroom routine
12:00 – 14:30	Nap time
14:30 – 15:00	Wake up and free play inside
15:00 – 15:15	Afternoon snack
15:15 – Home	Free play outside

- Please advise us if your child has any allergies and or dietary restrictions.*
- Breakfast is followed by our toilet routine where the children's hands and faces are wiped clean, nappies are changed and those children who are being toilet trained go to the bathroom.
- The learning activities commence at 08:40. These "ring" times comprise of singing songs related to our weekly theme, story time, learning about aspects related to the week's theme, counting, and reinforcing basic concepts such as shapes and colours. It would be appreciated if you could have your child at Hugs & Kisses by no later than 08:30, as I would not want them missing out on all the fun and learning. A monthly calendar of activities will be emailed out at the beginning of each month. If you do not receive this email, please check your spam folder, and failing that please send an email to [sue@hugsandkisses.co.za](mailto:sue@hugsandkisses.co.za) to let Lenise know you have not received the month's activities.
- \*\* No toys** are allowed to be brought to school, unless a specific theme related toy is requested for our group discussions.  
*\*\* To avoid disrupting ring time, please only call to speak to me between 07:00 and 08:00 or after 10:00.*
- We have a table set out for the art activity, along with three other tables with side activities (lego, puzzles, play-dough, threading, cutting etc). We also have a fantasy corner where children can engage in fantasy play.
- Outside play is usually where the little ones use up their energy. The large wooden jungle gym enables the children to enhance their gross motor skills and enjoy a variety of climbing and balancing skills.



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- Lunch time is followed by bathroom time in preparation for the children's midday nap. Each child has their own mattress, which is laid out on the floor in the classroom.
- Afternoons comprise of free play outside, which also includes story time and dancing in the garden.

**Half day ends at 14:00**

*(30-minute grace period before register is taken at 14:30)*

**Full day ends at 18:00**

**Please do not be late picking up your little ones at the close of the school day.**

*The Hugs & Kisses' staff also have families to go home to.*

- Please do not prolong your drop off in the morning. When you spend a long time in the classroom saying good-bye, it sends a message to your child that you, the parents, have concerns about leaving them at school. Children are perceptive, and they get upset and confused when they perceive that you do not want to leave them at school. This in turn upsets the rest of the class.
- Please say your good-byes, promise to pick them up in the afternoon, and then be on your way. This will leave your child with a positive image of your attitude towards school. As a result, the children will settle in more quickly.
- Please inform me when you would like your child to have his / her birthday ring. It would be so nice if you could join your child on their special day. Birthday rings start at 09:45.
- On the occasion of your child's birthday we request that you participate in the Hugs & Kisses tradition of donating an age appropriate book to your child's group. Your child's teacher will put a certificate in the front of the book detailing by whom the book was donated and will read the book to the class. The book will be kept in your child's class for all future children who pass through Hugs & Kisses to enjoy.





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- Please can you supply the following items, **to be left at Hugs & Kisses:**
  - Sun block and a sun hat (both clearly marked) for outside play. Hats must fit properly and cover all areas of the face, neck and ears. (NO CAPS)
  - Wet wipes
  - A water bottle (with a sports top), clearly marked
  - **In winter only:** a warm blanket (with your child's name) for sleeping during the cooler months
- Please send in the following **daily:**
  - Disposable nappies: 7 for full day children, 4 for half day children
  - A change of clothing

**PLEASE NOTE:** All your child's belongings (bag, sun hat, sun block, socks, shoes etc.) need to be **clearly marked**. Many of the children have similar items brought from chain stores such as Woolworths, which makes differentiating between the children's belongings difficult for the staff.

- Toilet training:
  - At Hugs & Kisses we require that children who are being toilet trained wear Pull Ups.
  - It is important that your child's wardrobe is appropriate for toilet training. Simple clothes are a must as your child needs to be able to undress him/herself before and after sitting on the toilet.
  - Therefore, during the toilet training process, we request you do not dress your child in dungarees, onesies, or tight fitting shorts or jeans.

#### Collection:

For security reasons, please advise us if your child is to be collected by someone other than his/her parents.

#### Medication:

Medicines will be administered provided we receive a signed Medication Authorisation form. We also ask that parents act responsibly regarding sick children. It is necessary that parents arrange back-up support to look after your child if he / she becomes ill and is sent home.

I hope you and your child have a wonderful year with us!

**Tebogo, Jabu and Thuli**

January 2019