



## Whānau Information and Engagement Document

E te whānau, nau mai ki Te Puna Reo o Te Ahi Kaikōura a Tama ki Te Rangi! We value your partnership in providing a nurturing and supportive environment for your child's early learning journey. This document is intended to provide you with important information about the Puna, including opportunities for whānau involvement, fees, funding, and planned reviews.

We are located at **591 Kincaid Road, Hāpuku**. Right next to Hāpuku Primary and Intermediate School

### 1. Whānau Involvement:

- We believe in fostering a strong partnership between whānau and our Puna hapori (community). You are encouraged to actively participate and contribute to your tamaiti learning experience.
- Opportunities for whānau involvement may include, but not limited to; sharing expertise, volunteering and engaging in special events and activities.
- Part of the enrolment process includes each whānau making an active commitment to to use more te reo māori within the home. This will only support your child more in their experience at the Puna.
- We value your input and welcome suggestions and feedback to continuously improve our service.

### 2. Fees:

- Te Puna Reo o Te Ahi Kaikōura a Tama ki Te Rangi charges fees for the provision of quality early learning and care.
- The fees are \$6.75 per hour (E.g. your tamaiti attends 9-3, that is 6 hours x \$6.75 = \$40.50 a day)
- Child care subsidy available. We support whānau to complete these forms

### 3. Operating hours:

- The Puna is open from 8am - 4:00pm, Monday - Friday
- All tamariki are asked to attend the minimum 9am - 3pm
- Grounded in a Kaupapa Māori Framework, it is important for tamariki to start and end their day collectively. To facilitate this, we kindly request that all Tamariki arrive by 9am, enabling them to participate in our Karakia Timata and be picked up after our Karakia whakamutunga at 3 pm.
- The primary emphasis of the Puna is to learn, use and normalise Te Reo Māori. It is essential that tamariki have enough exposure to Te Reo and the Puna environment. We ask whānau to please enrol their tamaiti/tamariki for a minimum of 3 days, with 5 days being the optimal choice to fully immerse them in an environment where Te Reo Māori is the priority language used, normalised and valued

### 4. Ministry of Education Funding:



- Te Puna Reo o Te Ahi Kaikōura may receive funding from the Ministry of Education to support the delivery of early childhood education services.
  - We are committed to using this funding effectively and in line with the requirements and guidelines set by the Ministry.
  - Any significant funding received will be utilised to pay kaiako, enhance the learning environment, purchase resources, and provide educational experiences for all children at our service.
5. Planned Reviews and Consultation:
- Periodically, we conduct reviews of our policies, practices, and curriculum to ensure their ongoing effectiveness and alignment with best practices in early childhood education.
  - As part of our commitment to transparency and involving whānau in decision-making, we will inform you about any planned reviews and provide opportunities for your input and feedback.
  - Your valuable perspectives will contribute to shaping the continuous improvement of our Puna Reo.

We believe that effective communication and partnership with whānau are crucial for the holistic development of a tamaiti. We are committed to keeping you informed, involving you in decision-making, and creating a welcoming and inclusive environment for you and your tamaiti and whānau whānui.

If you have any pātai or require further clarification, please do not hesitate to contact us. We look forward to working together to provide the best possible early learning and care for your tamaiti.

Te Puna Reo o Te Ahi Kaikōura a Tama ki Te Rangi,  
Tari kaiwhakahaere

Kahurangi Stone