

Leapfrog Kindergarten



(A registered charity and a member of the Hong Kong Pre-School Playgroups Association)

School Registration No. 564770.

No. 11 Pak Tam Chung Village, Sai Kung Country Park.

PO Box 121, Sai Kung. T: 2791 1540 F: 2792 3458, admin@leapfrogkindergarten.org www.leapfrogkindergarten.org

WELCOME

Class Times - Class starts at 9.00am and 1.00pm - please do not leave your child unsupervised before this time. Our first circle time is approximately 15 minutes later. If you arrive late, the register will have been taken for the day, so please approach the teacher and ensure that she is aware of your child's arrival. A prompt pick up at 4.00pm/12pm is also appreciated! You will find more details about the daily arrangement on the "Daily Schedule".



Snacks - The children will sit down together for snack time at approximately 10.30am/2.30pm, following our second circle time. Please provide a healthy snack (fresh or dried fruit, sandwiches, vegetables, cheese, seaweed etc., no chocolate biscuits or fruits coated in chocolate) and water, in clearly labelled leak proof containers. Plain biscuits are available at Leapfrog if the children are still hungry after finishing their own snack.

Mozzie Spray & Sun Smart Kids - We consider our large outdoor playground to be an asset to our school. However, it does come complete with its own assortment of wildlife and UV factor! Please make sure to apply sun cream and mosquito repellent (when necessary) before your child comes to school. It is wise to also keep a personal supply of these items in her tray. A hat is essential for outside play during the hot summer months.



School Bag - Please provide your child with their own school bag. The back-pack type is ideal and it should be big enough to accommodate a book-bag (supplied by Leapfrog), and their snack & water bottle. It will also be used to carry artwork home. Please ensure the bag is clearly labelled with your child's name.

Communication - We believe that communication is the key to a happy relationship between home and school. Please email us with any queries, questions or anything you feel we may need to know - especially if your child is sick or is being picked up by somebody else. If it is something which needs to be acted upon quickly such as a message regarding sickness, absence or a change in going-home arrangements please email Ailish admin@leapfrogkindergarten.org as well as Louise louise@leapfrogkindergarten.org or Kristrun kristrun@leapfrogkindergarten.org as the teachers may not always be able to check emails during the day. Ailish will also pass on any messages received by phone (27911540).

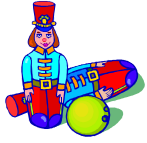


Our teachers may have time for a quick chat before or after school, but if you would like any more time for discussion, please let us know and the teachers will always be happy to arrange a meeting.



A Change of Clothes - Your child will have plenty of opportunities to get wet, messy or dirty at Leapfrog (not to mention the possibility of the occasional "accident") and so it is essential to keep *at least one full set* of clothes in their tray at all times. Please check supplies regularly, send in replacements immediately if we send wet clothes home, and remember to update with the seasons..... a spare woolly jumper is not much use in the heat of Summer!

Library Books - Your child will be given the opportunity *each day* to choose a library book to take home with her. Please take the time to sit and read this book with your child when you can. The book can be kept at home for a day or two but only one book at a time!



Home Toys - On Fridays the children may bring in a 'Toy from Home' to share with the other children. Each child can bring ONE toy (for which they are responsible) and we ask that parents or helpers assist the child to put it in their tray on arrival. The teacher will then use designated time for the kids to bring out the toys to play and share.

Don't Dump; Donate! - Leapfrog is a non-profit making organisation. We are therefore always on the lookout for good quality toys, books, dressing up clothes or discarded boxes, carbon tubes, fabric etc. Anything you are willing to donate, we will gratefully receive! We also hold a number of fund-raising events throughout the year which are not possible without the support of our parents. We very much appreciate your attendance and support at these events.



T - Shirts - We are delighted to have our new Leapfrog T-shirts! Whilst they not compulsory, they are a great way of keeping home clothes free of paint! Please see Ailish in the office if you would like to purchase one.

And Finally "We Need YOU" - Leapfrog is a charity organization and you may not be aware that there is a committee of parents who meet together regularly to oversee the running of the school in conjunction with the staff. This is a very rewarding "job" and the committee is always looking for new recruits! We also have a long history of parents volunteering on a regular basis in the Kindergarten classroom. If you can help us in this respect we would be delighted to have you! Please let the teachers know if you have any spare time to be a "Duty Parent". The kids love it - and so do we!



www.leapfrogkindergarten.org - Follow us on our website where we publish our newsletters and update our popular photo site on a regular basis. We like to keep an open community on the web site so that relatives overseas can take part in the children's daily school life. We are also on Facebook if you want us to notify you from there about the latest updates on our website. Join us from Leapfrog's web page or search for Leapfrog Kindergarten on your Facebook search bar.

Please call 2791 1540 if you have any questions or anything you wish to discuss.
Many thanks for taking the time to read the above and we look forward to welcoming your child into K1!

Yours,
Louise & Kristrun
Kindergarten teaching team

leapfrogteachers@leapfrogkindergarten.org