



HOME BASED EDUCATION


Welcome Guide







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*Play is the highest expression of
human development in childhood,
for it alone is the free expression of
what is in a child's soul.*

– Friedrich Froebel



Welcome/Nau mai

Kia ora, Hello, Nǐ hǎo, Talofa, Olá, Kon'nichiwa...

Home based education provides affordable and flexible childcare in a safe and nurturing home environment.

Children receive more one on one personal attention with an educator/kaiako and benefit from being part of a small group (no more than four children).

Our professional educators/ngā kaiako are passionate about developing young minds and understand the importance of learning through children's play.

Home based education fits in with what you want for your child. You choose an educator/kaiako who matches your child's needs, your family/whānau values and the hours of care you require.

Inspired Kindergartens and Home Based Education (formerly Tauranga Region Kindergartens) is a not for profit organisation, providing quality preschool education to over 1300 children through its network of 25 kindergartens and home based education services.

Join us and discover a world of learning and fun!



Values



At the heart of Inspired Kindergartens are six core values. **These values are:**



Aroha

We are open-hearted, generous of spirit, kind, and nurturing – and we encourage children to be these things too.



Being the best we can be

We are the best we can be and encourage children whose lives we are privileged to be part of to be that too.



For the good of children

Everything we do puts tamariki first. As a social enterprise we are concerned only with doing the right thing by children, whānau and communities. Every decision we make, every hour we spend working with them is for them.



Mana

We respect and honour the mana in people, places and objects.



Kaitiakitanga

We are blessed to work in beautiful environments and we honour Papatūānuku (the natural world) with respect and dignity for now and future generations.



Manaakitanga

We make everyone feel welcome and connected to our services.

Learning through play

We provide a warm home environment where children are encouraged to problem solve, observe and explore at their own pace with support from their educators/ ngā kaiako, parents, wider whānau and their peers.

Play is the highest form of research.

– Albert Einstein



Quality teaching



Our experienced educators/ngā kaiako are professional, dedicated and passionate about children's learning.

All educators/ngā kaiako engage in ongoing professional learning and are supported by trained registered teachers.

Our team of educators/ngā kaiako offer a range of skills, experience, interests and expertise. Educators/ngā kaiako are required to meet all Ministry of Education regulations and are individually police vetted, referee checked and hold a First Aid Certificate.

Our professional team are dedicated to positively shaping young minds and making a difference every day.

Let the uniqueness of the child guide our work.

Mā te ahurei o te tamaiti e ārahi i ā tātou mahi.





How to enrol

We encourage all families/whānau to contact the home based education team who will discuss your requirements and match you with relevant educators/ngā kaiako.

You will then have the opportunity to meet with the educators/ngā kaiako and get a real feel for them and their environment.

We understand you want the very best for your child and that you need to know your child is in a happy, fun, caring and safe environment.

Our educators/ngā kaiako are truly passionate about what they do, love meeting new family/whānau and showing what we are all about.


We believe in building a relationship not only with your child but with your family/whānau, as together we are all invested in the education and care of your child.

What to do

- Step 1** Contact the home based education team on 0800 250 052 extn 3 or homebased@ikindergartens.nz and discuss your requirements.
- Step 2** Visit educators/ngā kaiako.
- Step 3** Select an educator/kaiako and complete an enrolment form. The form contains essential information about your child. You can either complete this on-site or take the form home. The team will discuss your needs, talk about when a space is available and answer any queries you have.
- Step 5** The team will stay in contact with you and arrange a suitable start date.

Please be aware in some instances you may need to wait until there is space with your preferred educator/kaiako. Because children continually transition to kindergarten or school or sometimes move, vacancies do arise regularly.

By law, all early childhood education providers are required to keep an immunisation register. Please give a copy of your child's immunisation certificate and birth certificate to the home based team. The team will discuss this with you during the enrolment process.



Our learning programmes are based on New Zealand Early Childhood Curriculum; Te Whāriki which is “underpinned by a vision for children who are competent and confident learners and communicators, healthy in mind, body and spirit, secure in their sense of belonging and in the knowledge that they make a valued contribution to society.”

– Te Whāriki 2017

What your child will learn

Children attending Inspired Kindergartens Home Based Education will build strong foundations for ongoing learning.

They will develop:

- Ways to learn
- Wonderment and awe
- A connection with nature
- Social skills and the ability to work with and alongside others
- Independence
- Perseverance and persistence
- Early literacy skills, mathematic skills and problem solving skills
- Physical skills and spatial awareness
- An understanding of Māori culture and language.



As your child nears the age of transition (to either kindergarten or school), we will assist them during this process and the new challenges this brings. We aim to make this process simple and seamless.





Words cannot express how much I have appreciated the care you have given my son. From the first day I dropped him off and the reassuring text to relax me to the daily updates on his learning and discovery. I know you have taught my child through his play and discovery about values, about caring and about life.

– Parent, Home Based Education



Settling in

Starting home based education is a big step for your child, and it can also be a big step for your family/whānau. Your little one is growing up and becoming an independent and confident individual.

Here are a few simple steps to help:

1. Visits

Before your child's official start date, it is a good idea to do a couple of visits to familiarise both yourself and your child with the educator's/kaiako home environment. The educator/kaiako will welcome you and show you around, explain their routines and what you can expect.

Your child may wish to watch, or they may be keen to join an activity straight away. Let your child get a sense for the new surroundings and go at their pace as they feel comfortable.

2. Talk about their educator/kaiako

Before starting, talk to your child about their educator/kaiako, the activities they will do, the environment and their new friends. This helps children get used to the idea of spending time away from home and away from you.



First few days

Many children love their first day and sometimes their first week, as it is so new and exciting. However, it slowly also becomes apparent that they will be left. This can be a daunting stage with separation, particularly if they are not used to change. This stage will pass and soon they will become confident and feel secure at their educator's/ kaiako home.

Here are a few tips that may help:

Start an activity

When you arrive each day help your child settle into an activity.

Saying goodbye

It is important to be honest with your child and tell them goodbye and that you are leaving but you will be back later to collect them. There may be a few tears, but often when parents are out of sight children will happily settle into an activity and start their day.

Be positive

If you are upset or worried, children can sense this and this can increase their anxiety. Try to encourage your child to look forward to their day and the fun they will have.

Schedule an early pick-up

On the first few days we recommend new families/whānau consider an earlier pick up time (about 30 minutes earlier than normal) as this is when new children can become anxious.

Feel free to text or phone the educator/kaiako during the day to find out how your child is. The educator/kaiako will also call you should your child continue to be upset and not able to settle.

Please be assured we are committed to ensuring this settling in time for your child is as enjoyable and easy as possible!



What to bring

Each day your child will need to bring:

- A bag with your child's name clearly printed
- A change of clothes (that you don't mind getting dirty)
- A sun hat in the summer months
- Healthy food/kai and a water bottle
- Nappies or pull-ups (if necessary)
- Any special comforts for sleep time
- Any other items that are part of your educator's/kaiako daily routine.

Please make sure to name all of your child's belongings.

Transportation

All families/whānau must provide their children's approved car seat to their educator/kaiako if any children are to be transported in the educator's/kaiako car.

Children and their families feel a sense of belonging.

Ko te whakatipiranga tēnei o te mana ki te whenua, te mana tūrangawaewae, me te mana toi whenua o te tangata.



Food and snacks

We promote healthy eating at home based education and encourage all families/whānau to send their children with nutritious healthy food. Please see examples below:

Main (pick 1)

Sandwiches
Wraps
Filled rolls
Home made pizza
Meat balls or patties

Quiche
Fried rice
Stir fry
Pasta salad
Filo pies

Savory muffins
Kebab
Quesadilla
Sushi
Samosa

Fruit & veggies (pick 2)

Sliced vegetables & dip
Roast vegetables
Mixed raw vegetables

Mixed berries
Fresh fruit
Fruit salad

Stewed fruit
Fruit pouches
Salad

Snacks & treats (pick 1 or 2)

Salami/ham slices
Cheese slices
Raisins
Pretzels
Muffins

Roti
Crackers
Hummus dip
Tzatziki dip
Yoghurt

DIY snack bar
Dried fruit
Yoghurt covered fruit
Fruit smoothie

Don't forget a water bottle.

Remember to name your child's lunch box and drink bottle.

If your child has any food allergies, please notify the educator/kaiako.



*Gather the seeds, prepare the seedbed carefully,
and you will be gifted with an abundance of food.*

*Kohikohia ngā kākano, whakaritea te pārekereke,
kia puāwai ngā hua.*



Puka puka ako/ Learning journals

Educators/ngā kaiako maintain puka puka ako of children's experiences while in care.


The puka puka ako detail children's interests, strengths, learning and development. The puka puka will form part of the basis to developing individualised learning programmes for each child.

You and your child can access this whenever you wish and are welcome to take the puka puka home to share with your family/whānau.

We love parent/ whānau involvement in your child's learning and encourage active participation in your child's puka puka ako.

Please feel free to share your child's experiences at home with loved ones, with us too.





The benefit for my family was that I could enrol my children in hours that fitted around our working days. My children have both flourished in this small intimate environment and have formed strong friendships and a strong connection with their educator. The positive relationship that has been established and the intimate knowledge she has of my children has enabled her to support my children with their learning and interests.

– Parent, Home Based Education





Medical care

Sickness and accidents

If your child is sick or unable to attend home based education for any reason, please notify the educator/kaiako as soon as possible.

If your child is feeling unwell or displaying any of the symptoms below, we ask that they remain away from their home based education and return 48 hours after the final symptom clears. In particular, watch for:

- Vomiting and/or diarrhoea
- A high temperature
- An unidentified rash
- Conjunctivitis (unless medical treatment has been applied for at least 24 hours)
- Any other symptoms of a contagious illness
- Head lice (after treatment).

To stop sickness from spreading, it is important for you to keep your child at home when they are ill. How long they should be home depends on what sickness they have. If you are unsure about whether your child can attend, please phone your educator/kaiako first.

For more information on exclusion and or infectious diseases you can contact your Doctor, visit Ministry of Health's website **www.health.govt.nz** or call health line for some free advice on 0800 611 116.

Medication

All medication requirements must be received in writing from the parent/guardian. Please ensure that medication is given to the educator/kaiako for safety. All medication must be labelled clearly with your child's name, method, dosage and when medicine is to be given.



Opening hours

Our hours vary per educator/kaiako so please discuss your needs directly with the home based team.

It is becoming increasingly clear through research on the brain, as well as in other areas of study, that childhood needs play. Play acts as a forward feed mechanism into courageous, creative, rigorous thinking in adulthood.

– Tina Bruce, Professor, Early Childhood Studies



Parent/whānau involvement and information

Complaints procedure

We encourage you to discuss any concerns directly with your educator/kaiako first. If you have any issues in regards to licensing conditions for this service you should:

- Speak with or write to the Senior Home Based Visiting Teacher

or

- Speak with or write to the Association Principal:
The Association Principal
Inspired Kindergartens and Home Based Education
PO Box 951, Tauranga
Phone 07 578 0552

or

- Speak with or write to the Ministry of Education:
The Area Manager
Ministry of Education
PO Box 1749, Rotorua
Phone 07 3497399



Education Review report and regulations

A copy of the Education (Early Childhood Services) Regulations 2008, and the Licensing Criteria for Home-based Education and Care Services 2008 and any recent Education Review Office reports are available to parents upon request or accessed by contacting the Inspired Kindergartens Home Based Education office.

Licence certificate

The service's current licence certificate is displayed in the Inspired Kindergartens Home Based Education office. Please contact us for a copy.

Getting involved

You are welcome at your educator's/kaiako's home. We greatly value the contribution families/whānau make to children's learning.

We invite you to be part of a regular review of policies and procedures. A copy of our policies and procedures can be found on our website at **www.inspiredkindergartens.nz/policiesandprocedures**

Opportunities are provided to all families/whānau to talk with educators/ngā Kaiako about their child, share information about their learning and to be involved in decision-making that affects their wellbeing.

We encourage you to be involved!



Going to kindergarten or school

We aim to ensure a smooth and successful transition into the kindergarten or school environment for our children and families/whānau. Parents and whānau are assisted with information about local kindergartens or schools. Talk to your home based team about this process.

*I come not with my own strengths but bring
with me the gifts, talents and strengths of
my family, tribe and ancestors.*

*Ehara taku toa i te toa takitahi engari
he toa takitini.*



We believe early learning is a partnership with parents and whānau. Together we want to engage young children in authentic learning experiences with the space, freedom and care that builds self-confidence, independence and individuality.

– Peter Monteith, Principal, Inspired Kindergartens and Home Based Education



Find out more!

Give us a call today and chat with our friendly team about what home based education has to offer you and your family/whānau.

P: 0800 250 052 extn 3

E: homebased@ikindergartens.nz

W: www.inspiredkindergartens.nz/homebased





For the latest cost information
please contact 0800 250 052 extn 3





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