



Aurea
PRESCHOOL & NURSERY

PARENT HANDBOOK



**Discover, grow and
thrive together.**



At Aurea Preschool & Nursery, we believe every child is full of potential

From their first steps to their first friendships, early childhood is a time of rapid growth and deep discovery.

That's why we've created a warm, respectful, and inspiring environment—where each child is nurtured to develop socially, emotionally, and intellectually in a safe, community-focused space.

Our approach blends structured learning with the freedom of play, encouraging children to grow into confident, curious, and capable learners.

Simple, supportive, and flexible.

Whether your child is six months or four years old, we're ready to welcome them.

We offer:

- Full-day and part-day enrolment options
- WINZ subsidy support and 20 Hours ECE funding
- Easy orientation process to help your child settle
- Whether you're new to early education or looking for a centre that feels like home, we're here to walk alongside you every step of the way.

Our philosophy

Aurea is a safe, respectful, and inclusive environment where relationships are at the heart of learning.

This empowers and encourages our tamariki to take full advantage of both our free play and focused learning environment, with tamaiti and teacher relationships being cemented through tamaiti and teacher-led experiences.

These focused learning times include:

- STEM (Science, Technology, Engineering and Math) activities
- Literacy activities
- Physical activities
- Art activities

Encouraging imaginative, creative and critical thinking, we believe in a combination of social and emotional competence which allows tamariki to understand and acknowledge what they feel and why they are feeling this way, while teachers use proactive strategies to engage and support social participation and self-discovery.

Fostering each tamariki's learning and development journey, we respect each individual's nature and unique learning dispositions, where our daily rituals and programme reflect and acknowledge Te Tiriti o Waitangi.



Our daily programme

Our programme provides a balance of structured learning experiences and child-led play, supporting children's curiosity, creativity, and sense of belonging. The routine offers consistency while remaining flexible.

7:30am - 8:00am Preschool opens

Children are welcomed and invited to settle into a variety of engaging activities thoughtfully set up by teachers.

9:00am Mat time

An age appropriate group gathering. Here we explore maths and literacy, our sound of the week and our current topic of interest. This time is guided by children's interests and ideas and teacher planning.

9:30am Small group activities

Teachers work with small groups, supporting interests and working towards individual learning goals.

10:00am - 11:45am Free play and exploration

Children are free to explore indoor and outdoor environments. This may include creative play, construction, sand and water play, dramatic play, art, music, and physical activities. Morning tea is served during this time.

11:45am - 12:00pm Story and news time

A time to share stories, songs, and news with friends. Building language, confidence, and a sense of belonging.

12:00pm - 12:30pm Lunchtime

Children sit together to enjoy lunch, building healthy eating habits and social skills.

12:30pm - 3:15pm Rest, quiet time or free play

This may be a time for sleep, quiet relaxation, or continued play experiences. Afternoon tea is served during this time.

3:15pm - 3:30pm Afternoon mat time

We gather again to share a story, sing songs, and farewell children who are leaving for the day.

3:30pm - 5:30pm Free play

Children enjoy a relaxed afternoon of play and exploration until home time.





Our curriculum – a foundation for lifelong learning

We follow New Zealand's national early childhood curriculum, Te Whāriki, which supports holistic development through play-based, child-led learning.

This curriculum is designed to help your child grow in:

- Confidence
- Communication
- Problem-solving
- Respect for others
- Early literacy and numeracy

Your child will enjoy a rich, balanced program that includes:

- Storytelling, singing, and language games
- Science and nature-based discovery
- Art, construction, and imaginative play
- Physical play, sports, and yoga
- Group activities that support social and emotional development

We incorporate elements from many cultures, including Indian and Māori celebrations, and encourage families to share their own traditions with us.



Under Twos

Our under-twos space is a calm, nurturing environment where your tamariki feel safe and settled. At this age, strong, trusting relationships with kaiako are at the heart of everything we do.

We support early learning through sensory play, connection, and age-appropriate experiences that encourage movement, communication, and curiosity. Following the Te Whāriki early childhood curriculum, we create meaningful moments of learning that unfold naturally throughout the day.

We follow your child's natural routine as much as possible, whether that's feeding, naps, or just needing a cuddle. With low staff-to-child ratios, there's plenty of time for play both indoors and outdoors, with music, movement, and sensory experiences that support early development without rushing.

By working in partnership with whānau, we ensure consistency and comfort for each child, building a strong foundation for their future learning and smooth transition into our over-twos space when the time comes.

Over Twos

Our over-twos space is full of fun, curiosity, and connection. At this stage, tamariki are developing independence, forming friendships, and exploring big ideas.

Guided by the Te Whāriki early childhood curriculum, we support each child's social, emotional, and early learning development in ways that feel natural and meaningful. With a balance of free play, mat times, and small group times, we follow children's interests and help them work towards their individual goals, always in partnership with whānau.

STEM (Science, Technology, Engineering, and Mathematics) is an important part of our programme, explored through hands-on experiences like block building, puzzles, problem solving, experimenting with water and sand, cooking, and exploring nature. These playful opportunities build early curiosity, logical thinking, and creativity in ways that make learning fun and meaningful.

Alongside STEM, literacy, art, music, nature, and physical movement are woven into our daily rhythm, supported by familiar routines that help tamariki feel settled and secure. Outdoor play is also a big part of our day, giving children space to explore, take risks, and connect with the natural world.

With low teacher-to-child ratios, we provide the attention and support each child needs. We also nurture practical independence skills—like self-help, communication, and toileting—helping tamariki grow in confidence and build the foundations for a smooth transition to primary school.

Parent information

Please feel free to contact us anytime or speak to a teacher if you have any questions, queries or concerns, we are here to help you.

Signing In and Out

It is vitally important that your child is signed in and out daily. Each authorised person to drop and collect your child has an individual code. Teachers are happy to help at any time to notify you of your code, please just ask. If you wish to add a pick-up person to your list please email us with the person's name, contact number and the relationship to your child.

Food and Drink

Children need to bring in a healthy lunch each day. We provide a light snack for morning and afternoon tea and around 4pm. All children are asked to bring in a water bottle daily. Please ensure all items are clearly labelled. We also recommend that your child can independently open and close their own lunch

box and drink bottle. We are nut free so please be mindful of this.

We ask parents to follow the food choking guidelines [click here](#).

Bottles

It is up to the parent/caregivers to supply breastmilk, formula or cow's milk and bottles for infants. Please ensure these are clearly labelled and placed into the fridge, freezer or lunch box containers.

For infants' formula we ask that the correct portion is placed into an individual container for each bottle. Formula will be made up at the time of feed and amount drunk will be recorded on Educa.





Clothing

Children need to wear appropriate clothing and footwear for a day at Preschool and Nursery that includes physical activity and messy play, (children will be encouraged to wear aprons during messy play activities). During summer months, clothing to cover skin from the sun is recommended and during winter months children need to have a warm jacket. Sun hats are compulsory outside from October to April.

We ask that children have at least one full change of clothing in their bags. Along with a wet bag or similar to place soiled or wet items in.

Nappies

Parents/caregivers are asked to supply a sufficient number nappies and wipes for their child, you will be sent a message via Educa if we require more. Each child has a named basket in the bathroom for storage and overflow is kept in the cupboards.

If your child is ready for toilet training please talk to a teacher and we will support you with this, we recommend multiple changes during this time.

Information on your child

Please ensure your Educa log in is working once your child has started and you have the appropriate family members able to view your child.

Educa will allow you to see learning stories about what your child has been up to, all nappy changes, sleep times and for our under-two's food they have eaten will be recorded.

If you have any concerns or want to discuss anything regarding your child, please either talk to a teacher during drop off or pick up times or feel free to make a time to call or meet with a teacher.

How to be involved

We welcome family and whanau to come and be involved at any time, please talk to one of the teachers if you would like to come in.

Things that you might like to do include helping with an activity, reading to the children, sharing a talent or hobby.

Parking

There is plenty of parking available on the street, we ask that you do not park on the drive ways in front of the buildings as this creates a hazard when backing out for children. Please also respect our neighbours and leave their driveways clear.

Civil Emergency

In the event of a civil emergency, we will do our best to keep families informed as much as possible through appropriate channels such as Educa message board, phone, and email, (depending on infrastructure these may not be working).

At the time of an emergency children will only be released to their parent/caregiver or emergency contact and they will be required to complete an emergency release form. It may be requested by police or other emergency agencies for families not to contact the school.

Toys

We ask that children do not bring toys. If a specific toy is required for comfort the teachers are happy to talk to with you around times your child may require this. Please ensure the toy is named.

Policies

Our policies are available to view on Educa. We also appreciate feedback on policies and philosophy and from time to time will ask you to contribute to this. It is greatly appreciated.

ERO

ERO reports will be available on ERO website, please search Kelburn Preschool and Nursery. Review reports | Education Review Office (ero.govt.nz)

Please ensure all your children’s items are named.



Parent testimonials

“We chose Kelburn because of the warmth we felt from the staff. Our daughter comes home excited every day!”

“The outdoor play spaces are beautiful, and I love how cultural celebrations are respected and embraced.”

Your child's learning journey starts today

www.aurea.co.nz



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