

## Welcoming new whānau: Third visit

- 1 E mihi ana ki ngā manuhiri - greet returning whānau and help put away their things.
- 2 Awhina (help) manuhiri become reacquainted with the session by remembering what their child enjoyed last visit. Ask what would they like to do today.
- 3 Explain Playcentre is managed by a co-operative of parents. This is their place, and they can set up play invitations and resources for their tamariki.
- 4 Support them to be involved in session routines (e.g. morning tea, hand washing, clean up).
- 5 Check to see if they wish to enrol and show them how this can be completed through the tablet or online. Organise the days that they wish to enrol for and explain if days are full, whether there is a waitlist etc.
- 6 Ensure that the new whānau is included in the communication train – Facebook page, messenger chat, email.
- 7 Ensure the “Welcome Story” is prepared by the person responsible for portfolios, ready for the first enrolled session of the new whānau.



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“Whānau tupu ngātahi – families growing together”

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## Welcoming new whānau: Centre specific information



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