

# Playcentre Communication Pathway

You can find your *Regional Team contact details* on the website under *About*. If you are unsure about who your *Centre Advisor* is, please contact your *Regional Support Lead*. For day to day running of your centre, your Centre Advisor is your first point of contact. They will be able to assist you or guide you to someone who can.

## I have a question about...

**A new project for our centre**  
**Property maintenance**  
**Centre hireage**  
**Insurance claims**

Please email the Property Team  
askproperty@playcentre.org.nz

**An upcoming hui**  
**Te Reo Māori resources**

Please contact your Te Ao Māori Fieldworker

**New signage for our centre**  
**Updating our Playcentre profile on the website**  
**I would like to share a story**  
**Promotional material, branding or advertisements**  
**Support with the media**

Please email askpr@playcentre.org.nz

**Xero**

Please email askfinance@playcentre.org.nz

**Hosting a programme eg. Space**  
**Support with an existing programme**  
**Issues with a programme**

Please contact your Whānau Programme Lead

**Mobile phone or WiFi enquiries / issues**  
**Data usage**

Please email asktelecoms@playcentre.org.nz

**Governance**

Please email the Co-Presidents  
co-presidents@playcentre.org.nz

**Child enrolment**  
**Questions about Discover**  
**About bulk funding**

Please contact your Regional Funding Admin

**Our centre programme and meetings**  
**Operating a session**  
**Playcentre philosophy**  
**Interpersonal relationships in our centre**  
**Employment for centre workers**  
**Support for office holders**  
**Curriculum support**  
**Support with inducting new members**  
**The compliance checklist**  
**Health and Safety guidance**

Please contact your Centre Advisor

**Education queries from current or potential students**  
**All other education queries**

Please refer to the Playcentre Education section on the website

**Grants application query or outcome**

Please email askgrants@playcentre.org.nz

**Office 365 support**

Please email administrator@playcentre.org.nz



Playcentre