

NEWSLETTER POLICY

Date of approval: 2 May 1996

Last reviewed: August 2004

To be reviewed as required

POLICY STATEMENTS:

The purpose of the kindergarten newsletter is to inform the parents / guardians of the Kindergarten Educational Program and events.

PROCEDURES

Advertising is permitted in the newsletter provided that the Kindergarten is a financial beneficiary. Permission must be obtained from the Committee of Management.

The Social Committee will publish their own newsletter twice per term.

RELATED POLICIES

Advertising

RESPONSIBILITY

Director

Administration Assistant

Social Committee