

Playcentre Communication Pathway

You can find both **National Team** and **Regional Team** contact details on the website under **Contact** 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 askteaomaori@playcentre.org.nz

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/Finance

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 enquiries/issues/data cap

Please email asktelecoms@playcentre.org.nz

Governance

Please email trustee.board@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 of centre employees including requirements, expectations or concerns
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 and 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

Password resets for @playcentre email accounts

ALL staff should be contacting Code Blue on 0508 487 378
Any Centre password reset requests go to
passwordreset@playcentre.org.nz

Human Resources enquiries

Please email askhr@playcentre.org.nz

