



Glandore Community Kindergarten



PARENT INFORMATION BOOK

(from Term 2, 2024)



Acknowledgment of Country

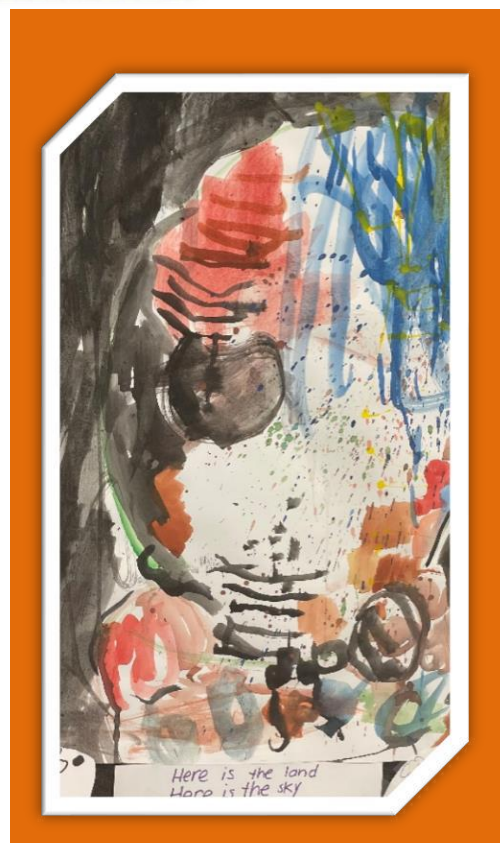
Here is the land
Here is the sky
Here are my friends
And here am I.

We thank the Kurna People for sharing their land on
which we learn and play.

Hands up
Hands down
We are on Kurna land.

Contact Details

Glandore Community Kindergarten
37 St Georges Avenue
Glandore SA 5037
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Email: dl.5616.leaders@schools.sa.edu.au
www.glandorekgn.sa.edu.au





Educators

Director: Sharyn Clark

Teachers: Rita Alexandru, Margot Hayter & Sukhi Kaur

Early Childhood Workers (ECWs): Debbie Wannan & Nerrida Craig

Speech Pathologist (Preschool Speech and Language Program): Mary O'Bryan

Finance Officer: Robyn Elborough



When can children start Kindy?

Aboriginal children and children who are or who have been in care can start from their 3rd birthday for 15 hours per week at any time, not limited to major enrolment intakes (subject to availability of places)

- All children who turn 4 years of age before 1 May of that year can start for 15 hours per week from term 1 of the same year (Intake 1)
- All children who turn 4 years of age between 1 May and 31 October of that year can start 15 hours per week from term 3 (Intake 2)

(Children who begin preschool in Intake 2 (Term 3) must start school in Term 3 the following year.)

- All children who turn 4 years of age after 31 October of that year can start for 15 hours per week from term 1 of the following year (Intake 1)

Parents wishing to enrol a child after the commencement of their eligible major enrolment intake may start preschool at a time mutually agreed between the parents and the Director.

The Department for Education Preschool Enrolment Policy and Procedures guide the Director in managing enrolments and priority of access.

[School and preschool enrolment policy \(education.sa.gov.au\)](http://education.sa.gov.au)

Parents need to consider their child’s readiness to begin preschool before enrolling in a preschool program. If unsure, parents are advised to have a conversation with the Director to discuss this.

Preschool Speech and Language Program (SLP)

A speech and language program operates within the preschool and is a program funded through the Department for Education’s central office. The program supports seven children who have been through an extensive selection process and present with significant speech and/or language delay.

A Speech Pathologist and Teacher work with the group to develop communication skills and integrate them into the preschool.

Kindy Groups

	Monday	Tuesday	Wednesday	Thursday	Friday
Group 1	8.45am-2.45pm	8.45am-2.45pm	8.45am-11.45am (or Friday)		8.45am-11.45am (or Wednesday)
Group 2			8.45am-2.45pm	8.45am-2.45pm	8.45am-11.45am
SLP			8.45am-2.45pm	8.45am-2.45pm	8.45am-11.45am

- Preschool Support is available for children in consultation with Student Support Services.
[Services provided by Student Support Services \(edi.sa.edu.au\)](http://edi.sa.edu.au)
- Bilingual Support is available for some children where English is their second language.



Parent/ Carer Financial Contributions

\$220 per term if you are booked in for the two six-hour days plus a half day.

\$176 per term if you are booked in for the two six-hour days only.

A payment plan can be made with the Director.

The contribution you pay includes a Glandore Community Kindergarten bucket hat and a lunch box, which is given out at the beginning of the first term of attendance.

There may be additional costs during some terms for visitor s/ performers to the centre. There may also be costs for excursions.

Parents will receive an invoice each term via email. Our Finance Officer will issue a receipt for fees when received. Electronic banking is preferred (please reference with your child's name):

Bank: Commonwealth Bank

Account Name: Glandore Community Kindergarten

BSB: 065-148

Account number: 00902249

Alternatively, please place money in an envelope clearly marked with your child's name, the purpose of your payment and the amount you are paying then place it in the slot (in the cupboard next to the kitchen). No change is available.

Receipts are issued within a couple of weeks. Our Finance Officer attends the preschool to complete bookwork once a fortnight.

Parent Contributions are vital to ensure the Kindy can provide a well-resourced and high-quality program to all children.



Curriculum

Educators develop a program of learning provocations for children with reference to the Australian **Early Years Learning Framework (EYLF V2.0)** and the '**Preschool Indicators of Numeracy and Literacy**'. Each year, the staff team critically reflect on the site **Preschool Quality Improvement Plan (PQIP)** and set a **Challenge of Practice** with goals to drive the preschool's continuous improvement.

Content for the program is drawn from the children's ideas, learning dispositions, strengths and their interests.

Through the process of critical reflection, the team is able to ensure that the program is meaningful and stimulating for the children. The program is displayed, with a copy also given to families.



- Learning at Kindy is regularly shared on our Facebook Page and Blog [Hello Thinkers! \(tumblr.com\)](https://www.tumblr.com/hello-thinkers)
[Glandore Community Kindergarten | Facebook](#)
- Once a fortnight, in Terms 1 & 2, each group participates in a music program delivered by Musical Muscles. [The Kindy Program | Musical Muscles](#)



Documentation on Children's Learning and Development

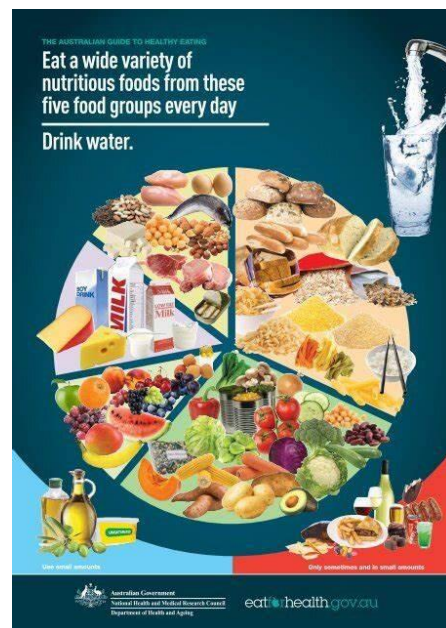
At Kindy, educators engage in shared and sustained conversations with children. They observe children's play, development, thinking, interactions with others and note their strengths, interests, and needs.

Evidence of each child's learning is collected, analysed and shared with families in various ways as formative assessment. In a child's last term of Kindy, a summative 'Statement of Learning' is written for each child by the teachers.

A Parent/Teacher chat is offered in Term 1 (for children who commence in Term 1) and Term 3 (for children who commence in Term 3) to discuss each child's transition, involvement and learning within Kindy.

A Helpful Checklist for Kindy

- ✔ Please supply a kindy bag/backpack large enough to carry belongings and creations, lunchboxes, drink bottles etc.
- ✔ Send in each day your child's named Kindy-issued small pillow. Please keep this in your child's bag. They can be popped in the wash at home periodically.
- ✔ Bring in your child's Kindy-issued named sun safe hat (to be left in bag or it can stay at Kindy in the pillow and hat pocket allocated to your child).
- ✔ Please send fruit for the morning snack (to be left in Kindy bag). Children have fruit at about 10.30am.
- ✔ Bring a healthy lunch in the lunchbox and put it on the lunch box trolley. Staff will take it from there to the fridge. We have lunch together at about 12.30pm.
- ✔ Bring your child's water filled bottle (bottle supplied by the Kindy and named) and place these in the drink carrier baskets by the main doors. (Water and cups are also always accessible at Kindy).
- ✔ We ask that your child leaves their personal toys at home, so they are not lost or broken. Talk with the staff team if your child has need of a security toy or object.
- ✔ Please check your child's note pocket, your email inbox, and our Facebook page regularly for news and information about Kindy.
- ✔ If your child is unwell and will not be attending kindergarten please phone the Kindy rather than emailing us. Emails are not able to be checked through the day.



Kindy Clothing

Please dress your child in clothes that they can manage themselves and that are labelled with their name.

Tight fitting pants, belts and buckles make it difficult for your child to be independent when using the toilet or getting changed.

Pack a spare set/s each day in case your child needs to change.

In summer children should wear loose longer sleeved tops that cover their shoulders as these offer the best UV protection. **Long sleeved kindy (UV rated) T-shirts are available for purchase for \$22.**

Flat closed shoes are most suitable for climbing and washable sandals are a good choice in summer.

Kindy learning is FUN!!! Although smocks are provided for some activities, your child could get sandy, muddy, gluey, wet and perhaps painted on 😊.

Sun Safety and Hot Weather Considerations

Please remember that we follow the Cancer Council recommendation of wearing hats when the UV rating is predicted to be 3 or more throughout the year. The children will be encouraged to have their bucket hats on. Please read our SUN SAFETY POLICY.

During times when the temperatures are high staff make decisions about where children can play safely. They use a surface temperature thermometer to monitor how hot climbing and walked on surfaces are getting and in response divert children to inside or well shaded areas in the outside spaces.

Children should have sunscreen put on before coming to Preschool. Sunscreen is also available for you to help your child with on arrival

If your child is allergic to Sunscreen and needs a special brand, please ensure you supply sunscreen labelled with your child's name. Please also ensure the details of the allergy are recorded on the enrolment form with appropriate medical practitioner information supplied where necessary.



Hats should cover the child's face and neck and are encouraged to be worn all year – **No toggles** as these can be a choking hazard. Children who do not wear a hat will be guided to play in shaded areas.

VERY IMPORTANT – NO NUT FOODS PLEASE



The preschool has a 'Nut Aware' policy. This means that we are aware some children have serious allergies to nuts and parents are asked to **please AVOID bringing food with NUTS or traces of nuts to preschool (including to social functions such as Share Family Lunches)**. This includes products such as Nutella and Peanut Butter. **Please read the labels** on all food before sending it to preschool and respect the health needs of those children with serious allergies. If your child is **allergic to nuts, please be aware the preschool cannot guarantee that there are no nuts on the premises in lunches and snacks as these are packed from home.**



Medication and Health Needs

It is each parent's responsibility to keep the Kindy informed about all health issues with your child. If a child has a diagnosed medical condition such as an allergy or asthma it is essential a Doctor's Care Plan is supplied BEFORE starting Kindy. Children cannot attend the Kindy until all documentation about the condition has been supplied and signed off by a medical practitioner.

Medication such as antibiotics can only be administered to children with a medical practitioner's written permission. The container the medication is in must be clearly labelled with a pharmacy label and details that match the written permission and the child's name.

Children should not attend Kindy if they show any signs of illness or disease. If your child has vomiting or diarrhoea, they need to be kept at home for 24 hours to avoid passing illness on to others.

The Department for Education Health Policies and Procedures are available on the Department's public website.

Celebrations, Diversity and Belonging



For children's birthdays families can provide a fruit platter to share. Please arrange this with staff.

We acknowledge and value our diverse and culturally rich community when programming. We are sensitive to the needs, family situations and beliefs of all families at Glandore Community Kindergarten. We avoid as best we can, the commercialisation of many popular occasions such as Father's/Mother's Day or Valentine's Day. We believe children and their families can choose their level of involvement in any specific celebration. Please share with us the celebrations and important events that you participate in. From time to time, we do have plain ice block

treats (no gelatine), hot chips (cooked in vegetable oil with no salt) or make fruit juice with the children. We are aware of the health information that you provide to us and refer to this always.

When we cook, we seek permissions and show our ingredients before children participate in the preparation and consumption of our cooking.

Positive Behaviour Management

At Kindy we aim to provide a positive and caring environment that is safe, nurturing and enriching for every child. To achieve this our Educators support children to take responsibility for their own wellbeing, to express their feelings in acceptable ways and to respect the safety and rights of others. Children are supported to develop confidence and independence problem solving and managing conflict situations. Please refer to our '*Interactions with Children Statement*' (located in our Policy Folder).



Governing Council

The Governing Council is responsible for monitoring the management of the Kindy. Committee meetings are held twice a term (Weeks 3 & 8) on a Monday evening at 6.45pm.

The Annual General Meeting is held in February each year where the Chairperson, Secretary and general members are nominated. General members can also join the committee at any time. All parents are welcome and encouraged to attend meetings.

Notice of meetings and the minutes of the previous meetings are located on the pin up board near the sign in/ out sheet.

The Governing Council also plans a family social event on a weekend once a Term (Terms 1, 2 & 3).

Please let the Director know if you are willing to volunteer. We often find it hard to recruit members, but we are very appreciative of your support and past members have enjoyed the extra involvement in their child's learning journey and have made new friendships with other families.

Parent Participation and Help – your involvement in our Centre is very welcome.

A washing roster is made up each term. We ask that families assist by taking home the washing at least once while their child is at preschool.

Other ways parents can help include:

- Helping with jobs around the preschool including sweeping, gardening, preparing art materials etc.
- Talk with children about another culture, or your work e.g., nursing, police, ambulance etc.
- Reading stories to the children.
- Dance/play a musical instrument.
- Donating items of use to the preschool (i.e., empty food boxes, craft materials).

Change of Personal Details

It is vital that the Kindy has current Contact Details including Emergency Contacts. Please advise us at any time if details such as phone numbers, address, emails or any other contact information changes. **# It is important to let us know if you want someone other than a parent/legal guardian or nominated emergency contact person to collect your child. We will need to see this persons Photo ID to verify them. #**

Communication Pockets

Each family is given a Communication Pocket. This is where parent information, newsletters, excursion news and other information is placed. Please check this pocket daily and ask anyone else bringing/collecting your child to check this pocket too.



Lost Property

Under the Communication Pockets is a space where lost property is placed. Please check your child's belongings each day as it is easier to locate a missing item when it is noticed straight away.

School Enrolment

It is a good idea to contact the school of your choice as soon as your child begins at the Kindy. It is the responsibility of the parent to enrol the child at school and fill out appropriate forms.

Please inform us as soon as you know the school that your child will attend - or if there are any changes to the nominated school or starting date of school.

Please note: some schools have a 'Priority of Access' policy because they have a limit on enrolments - and initially are required by the Department for Education to give places to local children within their geographic zone.

Our Philosophy

Every child comes to Kindergarten with capabilities and competencies.

Development and learning occur when children and families feel safe, secure, respected and supported.

Families are considered as our partners so that their children will be positioned to learn with and from others. Every child will be able to co-construct learning.

The cultural competence of each educator is important. "Cultural responsiveness is the ability to understand, communicate with and effectively interact with people across cultures" Early Years Learning Framework p. 16.

Research underpins our planning for teaching and learning practices. Through play, 'learning by doing' the emergence and refinement of a wide variety of extraordinary competencies are shown by children. Play provides strength-based opportunities for children to discover, create, inquire, and reason. Children take important risks, they improvise, imitate, approximate, and imagine.

When children play, they are "realising achievements that will become their real actions and values in the future" - Vygotsky. Play is the place where literacy and numeracy capabilities are sensitively scaffolded, challenged (in just the right way so that there is intellectual stretch), and planned for. High quality play environments exist when every educator is collaborative, reflective, intentional, and guided by the principles and practices from our mandated learning framework (EYLF 2009). Every child will be given agency to initiate and lead their learning. "They have the right to be active participants and decision makers in matters affecting them." Belonging, Being and Becoming: The Early Years Learning Framework for Australia, 2009, p12).

Each child will grow and develop when the educational program centres on holistic pedagogy and when it is child focused.

Every child is capable.