



# Unley Kindergarten

## Parent Information

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Welcome to Unley Kindergarten...

## Philosophy Statement

At Unley Kindergarten we provide an early childhood education program that is of high-quality and is evidence based. We have established a calm, homely environment where we cater for and reflect the individual needs and interests of our children. Our play-based curriculum values the strong voice of the child to guide their learning with educators encouraging and providing productive challenge. We facilitate collaborative learning using an inquiry approach and in doing so promote the development of dispositions and skills for lifelong learning.

Our curriculum and resources reflect our values of accessibility, flexibility, authenticity and connection with the natural environment.

At Unley Kindergarten each child is valued holistically and supported to develop their physical, emotional and social wellbeing. We strive to create a sense of belonging through respectful and nurturing relationships and recognise the role family, community and culture play in each child's life. We embrace the diversity that this brings to our kindergarten and strive to form meaningful partnerships with our families and the local community.

# Term Dates 2020

Term 1	28th January - 9th April
Term 2	27th April - 3rd July
Term 3	20th July - 25th September
Term 4	12th October - 11th December

## STAFF

### Director:

Jodie Grimm  
Bachelor of Early Childhood Education,  
Bachelor of Education (Special Education)

### Teacher:

Annie Howard  
Diploma of Early Childhood Education  
Bachelor of Education (Special Education)

Tanya Hudson  
Bachelor of Early Childhood Education

### Early Childhood Worker:

Uzma Ali Kazme  
Diploma of Children's Services

### Preschool Support:

Sue Harris  
Diploma of Teaching

## **Session Times**

Monday and Tuesday	8:30am - 3:15pm
Wednesday and Thursday	8:30am – 3:15pm
Friday Nature Kindy Sessions	8:30am - 1:30pm (3 per term)

**Our program** provides opportunities for children to

- Make choices about their learning
- Explore, experiment and make discoveries
- Follow instructions
- Follow routines
- Work individually or in groups on projects

Educators plan an engaging curriculum guided by the Early Years Learning Framework.

Within this Framework there are 5 broad **Learning Outcomes**

1. Children have a strong sense of identity
2. Children are connected with and contribute to their world
3. Children have a strong sense of wellbeing
4. Children are confident and involved learners
5. Children are effective communicators

**The Preschool Literacy and Numeracy Indicators** support staff to extend and enrich learning and to track and monitor each child's learning through play.

Educators record observations of children's play and respond with intentional teaching which scaffolds and extends children's learning.

### **Nature Kindy**

We operate a Nature Kindy Program on our Friday Sessions throughout the year. Within a natural setting children are presented with many opportunities for taking calculated risks and in turn developing resilience.

We believe Nature Kindy provides an ideal environment for collaborative learning and in turn supports children's social and emotional development. Time 'to-be' in nature fosters children's wellbeing.

### **Garden Program**

Rebecca Mumford of Greenhill Living offers a food garden program educating our children about how food grows.

Each session includes an interactive reading of Greenhill Living books, The Garden Gang with Gaye the Garden Girl.

The reading session will be followed by a seasonal planting activity in the food garden, or an individually tailored garden activity, specific to our garden.

Rebecca runs one session per term for each group of children on our Nature Kindy Friday Session.

### **Special Services**

DfE offer assistance from some specialist support staff, including speech therapy, child psychology, social work, disability support and bi-lingual support. These services are free of charge.

### **Other Services**

#### **CAYH Screening**

Children are invited to visit the nurse at Fullarton Community Cottage to conduct a 4 year old health check prior to attending school. You will be notified accordingly when appointments are made available.

## **Parent Contributions**

Kindergarten funding resources are derived from a government subsidy (which is dependent upon the number of children attending the kindergarten), fees from families using the services, and from fundraising.

We are dependent upon these funds to ensure the smooth financial operation of the Kindergarten. The Governing Council is responsible for paying utilities, maintenance, all indoor and outdoor equipment costs, and for art and craft materials.

**Kindergarten Contributions:** \$ 240.00 per term

(Inc. Garden Program).

Fees invoices can be found in your child's message pocket and are payable within the first 4 weeks of each term. Fees can be transferred through EFT or cash can be put in a clearly labelled envelope and placed into the fees tin located in the corridor next to the message pockets.

Parents experiencing difficulty in paying these fees are encouraged to discuss this in confidence with the Director.

## **The Governing Council**

The governance of the kindergarten is a shared responsibility between council members, the Director and Kindergarten Staff. Parents and staff work cohesively to effectively manage the Kindergarten. A meeting is held twice a term to discuss issues relating to the educational program, funds, fundraising, maintenance, community needs and issues, and much more.

Everyone is welcome to attend these meetings, and it provides a great opportunity to meet other parents and take an active role in decision-making about the kindergarten and community needs.

## **Parent Help**

We welcome parent involvement in the preschool program and kindly ask that families volunteer to take the laundry home, collect/return animals from the Nature Education Centre etc., or help with the end of term clean.

## **School Transition**

We have close links with our two local schools—Unley Primary School and Parkside Primary School, and meet with the staff to plan an orientation program. Regular visits are made to Unley Primary School which allows children to become familiar with the environment and teachers. A Statement of Learning will be written throughout the year to highlight your child's progress at kindergarten and this is shared with the school to support continuity of learning.

## **Communication**

We strongly value the relationships we develop with parents/carers for the important contribution that they make to their child's wellbeing and learning. Your input supports your child to feel safe and confident while at kindergarten. We encourage you to discuss any issues as they arise.

All staff are available for brief discussions before or after sessions, however if you know the issue will take some time we encourage you to make an appointment with a staff member or a phone call.

Newsletters and notices are emailed to families, and there is a Notice board displaying information for your interest.

## **Delivering and Collecting Children**

Please avoid arriving early before sessions start as staff are preparing for the day and be prompt when collecting your child to avoid them becoming distressed.

In the interest of child safety we ask that you ensure that your child greets a staff member on their arrival before you leave. Please sign in/sign out your child on the daily attendance sheet. If someone other than yourself is going to collect your child, please write this next to your child's name.

If your child is going to be absent please notify the Kindy.

## **Medical Requirements**

Some children require regular administration of medication. In all cases staff are bound by the DfE policy of Administering Medication. Therefore we require parents to complete a number of documents, in consultation with your doctor, before we are allowed to give medication. Please discuss your child's medical requirements with the Director.



## **Illness**

If your child is unwell please keep them at home. This will help them to recover and to assist in controlling the spread of infection.

Children are taught

- To be aware of others when sneezing and coughing
- To wash their hands before eating
- To wash their hands after using the toilet
- To wash their hands after handling animals
- To never touch someone else's blood

## **Emergency Procedures**

Both evacuation and invacuation procedures are displayed indoors and outdoors around the kindergarten. We have drills each term for the children to practice in the event of a real emergency. In the case of an emergency evacuation we will all move next door the Village Green.

## **Policies**

They are available for your perusal and include:

- Behaviour management,
- Healthy Food and Snack policy
- Sun smart policy
- Grievance procedures

Please ask staff for more information.

## What to Bring

- **A named bag and hat.** We have a policy of NO HAT - NO OUTSIDE PLAY. This policy applies when the UV rating is above 3.
- **Two Snacks** - A piece of fruit, dried fruit, vegetables or cheese (to be kept in their bag with a cold-pack).
- Please avoid packing foods high in sugar, salt and additives in the interest of good nutrition. NO NUTS as we have children with anaphylaxis.
- **Lunch** - A named lunchbox and drink bottle (with water only) to place in the designated trolleys.
- **Clothing and Footwear** - Please dress your child in clothes that allow them to get messy and have unrestricted movement for climbing etc. Supportive footwear should be worn for safety reasons (no thongs or heels). Please pack a change of named clothes.
- **Sunscreen** - We encourage parents to apply sunscreen at home, however sunscreen is available in the kitchen if you forget. The staff help children to reapply sunscreen after lunch.
- **Money** - All money must be placed in an envelope and put into the fees tin located in the corridor. Please write your name, the amount, date and what it is for on the front of the envelope.
- **Toys** - All toys from home are discouraged because they often get lost or broken. The Kindergarten has plenty of resources. However, if your child requires a comfort toy to ease their transition please speak with staff.
- **Birthdays** are celebrated at a group time by singing and receiving a sticker.