



Adams Road Children's Centre

Parent/Caregiver Information Book 2023



Government of South Australia
Department for Education

33 Adams Road, Craigmore SA 5114
T: (08) 8254 6616 E: dl.2696.leaders@schools.sa.edu.au
www.preschools.sa.gov.au/adams-road-childrens-centre
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Welcome

Play is at the center of Early childhood education. Children learn best when they are involved in active, hands on learning, when they are active participants in constructing their understanding about the world around them. As educators we work alongside children's interests and knowledge and support their exploration and further development across all learning areas.

At Adams Road, adults are referred to as Educators, this includes both teachers, support workers and volunteers. The role of Educators is to support children's interests and needs, extend their thinking, provide environments and plan experiences that will challenge them, encourage problem solving, creativity, resilience and exploration.

All Educators at our Service are trained and experienced in early education and care. We are committed to developing relationships, supporting children's needs and interests and providing a high quality kindergarten experience for all children.

Relationships and community input are integral to our program and site culture. Staff work closely with children, families and community to provide a genuine learning environment rich with opportunities to share, explore and learn together.

Throughout our service are opportunities for additional support for students with includes speech pathology, community health programs and developmental assessments. If you have any concerns about your child's learning or development please speak to a staff member about what services may support them.



Our Philosophy

We acknowledge that we play and learn on Kurna land. We promise to look after the land, the animals, and the people too. Hello land...hello sun...hello friends...hello me. Niina Marni.

A place and time to be, explore, create and thrive

Our vision for all children and educators is to engage in a flexible and enriched environment to explore and share lifelong learning.

We value

- Natural learning environments to engage, explore and care for.
- Time and space for children to make meaning of their world through free play, intentional teaching with targeted interventions.
- Children's interests, culture, and context.
- Child initiated learning, ideas and activities while respecting the rights of the child along with their dignity.
- Educators learning alongside children providing opportunities for all to self-regulate.

We will

- Encourage dispositions for learning including persistence, resilience, confidence, cooperation, respect.
- Provide a rich natural, literacy and numeracy environment to foster curiosity, experimentation as well as a desire to learn.
- Support children to initiate their own learning experiences and extend their skills and interests.
- Work in partnership with children to make learning visible to caregivers and the community through different types of media and platforms.
- Celebrate achievements and promote positive attitudes to learning-
- Work in partnership with our community.
- Promote sustainability of time and resources through our curriculum.
- Provide a safe, inclusive, and challenging environment for all.
- Provide high quality practice in the best interest of children's outcomes.



Centre Information

Staff:

Director: Jo Saunders

Educators Tina, Amy, Peng, Michaela, Casey, Karen, Nicole, Tamara and Caroline

Finance Officer: Sally Houchen

Opening Hours:

The Service is open from 8.00 am to 3:30 pm Monday to Thursday during term time offering a 15hrs preschool program and caters for children 3-5 years.

Playgroup sessions will be held on a Friday 1pm to 2.30pm

Weekly Timetable

Blue Group Sessions		Yellow Group Sessions		Playgroup
Monday	Tuesday	Wednesday	Thursday	Friday
8:00-3:30	8:00-3:30	8:00-3:30	8:00-3:30	1pm to 2:30pm

Admission Policy:

This kindergarten is supported by the State Government Department of Education.

All children that turn 4 before the 30th of April in any given year are entitled to 15 hours of kindergarten per week for the four terms before they start school.

Programs Offered:

- **Sessional Pre-School** – up to 15 hours a week for the 4 terms before starting school for eligible children.
- **Early Entry / Extended Time** – for children with special needs, including those who are gifted where spaces are available.
- **Transition to School** – excellent transition to
- **Bi-lingual support** – for NESB children
- **Aboriginal student** – 3 year old entry.
- **Bush Kindy** – to be accessed during pre-school sessions Term 2
- **Mid Year Intake** – Birthday 1/5 to 31/10 on eligible year. We will do term 3, 4, 1 & 2 local only

Fees

Parent Contribution Fees:

The Pre-school Parent Contribution fee is set by the Governing Council and is reviewed each year by the Governing Council to ensure that we are able to meet operating costs – electricity, gas, security, maintenance, resources and equipment, materials, etc.

DfE provide the building and pay for a base level of staffing they also provide some funding which is determined by the numbers of children who attend preschool. Fundraising occurs during the year in order to provide extra equipment and resources. Your help, support and ideas are most welcome.

Please fill in your payment options form. Fees can be paid up-front, each term or in installments.

Please remember to pay your fees promptly.

- **Preschool fees are \$200 each term, and \$800 for the year. Term 1 to 4**
- **Half year students fees are \$400 for the two terms with a start in terms 1 & 2.**
- **Midyear intake fees are \$200 each term and \$800 for the year start term 3 to 2**
- **Early entry fees are \$100 for the 8 weeks with a term 4 start**
- **Aboriginal students (ATSI) fees are \$150 each term, and \$600 for the year.**

Invoices come out at the start of every term and are due by week 5 of term 1, 2, 3 & 4

Payment Options:

- **Cash or Card-** please see a staff member in the office.
- **Direct debit-** BSB and account information:
BSB: 065-189
Account: 10106038
Please put your child's name as a reference

Things to remember for Preschool

Regular Attendance:

Evidence shows that regular attendance at Kindergarten sets a good pattern for school attendance and future success at school. It helps children develop and maintain friendships and they become more secure at Kindergarten and have greater involvement in their learning experiences.

If your child is going to be absent for more than one session, or develops a contagious illness please contact us on **8254 6616** and inform a staff member.

Arrival and Collection of children:

Sessions begin at 8:00am. Prior to this time staff are on site to prepare and set up for the day.

A staff member will open the gates at 8.00am (on Washington Drive) we encourage children to enter kindly by themselves to build independence.

At the end of the day the doors open at 3:00pm for the conclusion of the session by 3:30pm. Families are encouraged to wait on the verandah until the doors are opened by a staff.

Please collect your child promptly by 3:30pm.

Sign in form:

A staff member will sign your child in and out at the start and end of the session. If you or the usual caregiver is not collecting your child, please make sure that you write down the name of the person who is picking them up and inform a staff member. They will need to bring some form of identification as we will ask for it so we can feel confident that your child is going home with the correct person.

An adult must drop off and collect your child – children will not be released to siblings under the age of 16.



Curriculum

In Australian Kindergartens and Childcare Centres we use **Belonging, Being and Becoming- The Early Years learning Framework** to plan, assess and report on children's learning. The framework has been developed by the Commonwealth Government in consultation with all Australian states and territories. Please refer to our parent information board for our program and information about your child's learning.

Through the Framework's learning goals, educators will help your child to develop:

- A strong sense of identity.
- Connections with their world.
- A strong sense of well being
- Confidence and involvement in their learning.
- Effective communication skills

Preschool Quality Improvement Plan

The National Quality Standards, is a Federal Government initiative, to improve the quality of care and education in child care, kindergartens and out of hours school care services (OHSC) throughout Australia. Sites are assessed every three years to ensure the standards are being met. Our Preschool Quality Improvement Plan (PQIP) is part of an improvement cycle which highlights the areas we will be focusing on for improvement. The plan will be displayed and information will be provided about our progress throughout the year and in the annual report which is presented at the Children's Centre annual general meeting at the start of each year.

Bush Kindy

At Adams Road the natural environment is a strong focus in our curriculum. We are very proud of our Bush Kindy Program which has been running since 2016. Bush Kindy begins in Term 2.

We will be traveling to bush kindy by bus in order to include more students in the program. The bus will leave from and return to Adams Road Children's Centre. Parents are encouraged to Participate as volunteers for sessions and come along to family sessions once per term.

Bush Kindy is a unique opportunity to engage in nature play and exploration in different locations.

We will have a Bush Kindy Information session During Term 1 to prepare families with all the up to date information prior to starting. If you have any questions, please see a staff member.

Please be sure to check weather for extreme Weather conditions (in extreme weather Para Wirra is closed, therefore the session will be held at Adams Road Children's Centre)

Please note If parents/caregivers are present at Bush Kindy, they hold the duty of care for their child/ren who are not from the preschool.

Our Day at Kindy

On arrival children put their bags away in a locker and an educator signs them in.

Children may find an activity indoors or on the verandah as they settle in. Staff are readily available to assist in settling your child if required.

Hello time is a short group time to welcome the children and support them settling into the day. Children are then invited to join in small group times.

Throughout the day children may eat their snacks/ lunch at the designated snack tables on the verandah. Staff regularly remind children and support this learning as part of supporting children's self regulation and independence.

Children are free to choose their own learning activities throughout the day from those we have prepared to develop their desire to experiment and learn.

At the end of the day children are involved in cleaning and packing up and they then participate in an end of day group time including discussion, stories, songs and games.

What your child needs to bring each day

- **A named kindergarten bag,**
- **A sun safe hat (bucket or legionnaires)**
- **A named drink bottle** filled with water only-
- **A named lunch/snack box** left in their bag for easy access with an ice pack.
- **A change of clothes-** In case of getting messy or wet or toileting accidents.
-

Lost Property

We stress the importance of naming everything your child brings to Kindergarten. It gives us the best chance to return items to your child. The lost property box is located on the verandah. Please label everything you can so that your child's belongings can be returned to them. Please do not bring toys from home to kindergarten, they are at risk of being lost or broken and can cause conflict amongst children.

Snacks and Lunch

The Centre has a healthy food policy, so please send fruit or something healthy for a snack.

An ideal day's food is a morning snack, sandwich or crackers and a piece of fruit. Too much choice can be overwhelming. Please bring a piece of fruit for sharing at afternoon snack time.

We encourage children to drink fresh water during the session and water is provided for children to access freely. Please do not send juice, flavoured milk or cordial. Please name all food containers and drink bottles.

A cool brick in an insulated lunch bag is a good way to keep food fresh in children's lunchbox.

Practical Clothing & Sun Protection

Please send your child in washable, easy-care clothing suitable for active play. Children will get dirty, wet and sandy.

We do not recommend long dresses, difficult belts, overalls, scarves, thongs, or slippery soled shoes as these can inhibit play or cause accidents, especially on the climbing equipment.

Tank tops and shoe string straps are not considered sun safe clothing and therefore inappropriate for kindy. We provide smocks etc for painting and craft activities and children are encouraged to put them on if they are likely to get dirty.

Staff will model appropriate sun smart behavior and we include it as part of our program. All children must wear a sun smart hat outside at all times from September to May and when the UV is over 2 during other months. Sunscreen should be applied **before** coming to Kindy, particularly in Terms 1 & 4. We provide sunscreen for children to apply around midday.

Allergies and foods

If your child suffers from any allergies, can you please talk to staff and complete a care plan so that we can be sure that any risk to your child is minimized. Some children have life-threatening allergies to certain foods so please be sure to LABEL all food to ensure children are only eating what is packed for them.

Community Involvement

Parents can:

- join the Governing Council
- help children with activities, games, reading books etc during the session
- help with breakfast in the morning
- share a skill such as cooking or gardening
- participate in working bees
- help with end of term cleaning
- read notices, newsletters
- assist with excursions
- assist with library bus

Parental Responsibilities:

- Parents/carers are requested to respect session times when bringing or collecting your child as staff are involved in setting up and preparing activities at the beginning and end of the day. If for some reason you do have to pick your child up early then please see staff prior to the day so that arrangements can be made.
- **If someone other than you is going to be collecting your child please inform a staff member.**
- Notify staff if any of your contact details change (phone numbers, address, family situation etc.). All information shared with staff is confidential.

Governing Council

The Centre has an enthusiastic Governing Council, committed to supporting staff deliver programs which reflect the needs of the community. The governing council meet twice per term to discuss the running of the Centre including: fundraising to provide resources, preschool Quality Improvement Planning, development of Centre policies and financial management

Families are encouraged to join the Governing Council and contribute to decisions and running the Kindy. Some families prefer to just be available to assist when needed and we appreciate offers of help in various areas. If you have an interest or skill that you think could be useful, please let us know.

If you are interested in becoming a governing council member, speak to any staff member at the Centre or come along to one of the regular governing council meetings. Meetings dates and times are advertised in the Centre newsletter and are usually held on a Friday from 2- 3pm twice per term.

Community Activities

Mobile Library Visits – City of Playford:

The Mobile Library Service visits the Kindy (please check signage for visit times) All children can visit the bus and those who have had a registration form completed by a parent / guardian will receive a library card and can borrow books. Each fortnight children are entitled to borrow two books per visit and books need to be returned before a child may borrow again.

The Mobile Library Service provides a comprehensive selection of:

- Children's Picture Books
- Children's Easy Readers

Selected range of Non-Fiction Books

Research shows that reading aloud to children is very important in developing their literacy skills and also contributes to positively influencing future academic achievement.

Visits to School:

During term one, children visit the nature play space to prepare them for their bush kindy experience at Para Wirra.

A few times per term we take the Kindergarten children across to the shared primary campus resource centre to share a story and some time looking at books with the teacher / librarian. The children are at the library for about a half an hour and we are most grateful to resource centre staff for giving us this time each week.

Communication

Regular communication is essential between parents and educators who support your child's progress at kindergarten. We hope you feel comfortable in approaching us with ideas, thoughts, questions or areas of concern you may have. Please be mindful that staff are settling in children at the beginning of the session. If you have a particular concern please see the director to make an appointment on Friday to ensure sufficient time and no interruptions.

Information board

We have a whiteboard at the back doors with upcoming events and reminders. We also use the white board to record daily learning and activities. Please check them as you come to and leave from kindy each day to keep up to date with what is going on.

KindyHub App

We use KindyHub as a key form of communication and information sharing between parents and Educators.

Please fill in the Kindyhub permission slip in your consent pack to participate. You will have access to photos, learning stories, newsletters, calendars and program information for your child. If you have any questions please see a staff member.

Children's learning journey book & documentation

Each child at Adams Road Children's Centre has a book near the writing table to use during their time at Kindergarten. They contain a variety of information about your child's learning and development during their time at kindergarten. Children can access the books freely and add to them. They may include photos, work samples and observations by staff. We encourage you to look at the books with your child and to talk about their learning. Books are welcome to be taken home to share with loved ones, please return them promptly after a visit home.

As staff work with your child they will observe and record notes about your child's learning, development, skills, interests and abilities. These notes are then used for future planning to ensure we are supporting your child's on-going learning.

Sick Children

If children appear unwell, have green runny noses, unexplained rashes, discharge from eyes or a temperature we ask that families will keep them home until they are better or have been cleared to attend Kindergarten by a doctor. A child who has vomited or has diarrhoea must be kept at home for 24 hours after their last episode.

Any further queries or any other health dietary concerns please speak with staff.

Grievances, Complaints and Feedback

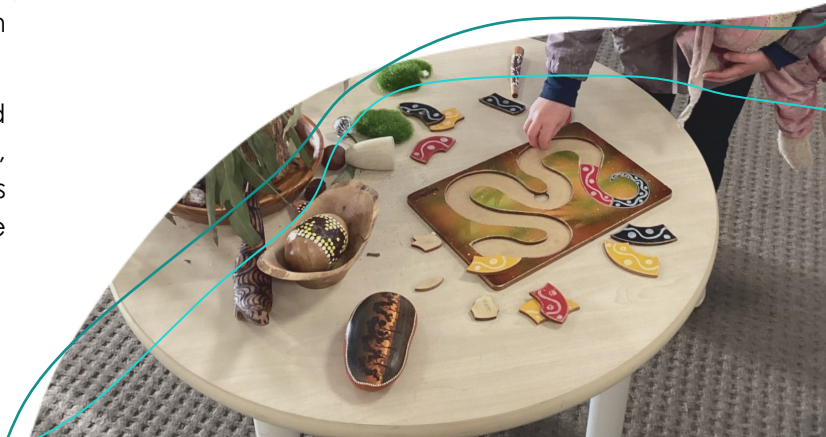
If for any reason you are not happy with our level of education and care or our environment we want to know immediately. You can discuss this with Educators or write a formal letter. When any matter is raised the Service will follow our Grievance Procedure. All Service policies / procedures are available to parents. Positive feedback is most welcome also.

Car Parking

Car parking is available behind the Kindergarten on Washington Drive. The Kindergarten carpark is **only for staff, visitors and disability permit holders**.

Please observe school speed limits and signage when driving near the Kindergarten (Adams Road and Washington Drive) and remember to stop for school children on the two Adams Road crossings (25 kms when children are present).

Please **DO NOT** Park in Kindy's car park



Safe Transportation of Children Procedure 2023

This policy outlines the requirements to ensure the safety, health and wellbeing of children when transporting children.

As a staff team we will:

- Risk assessment to be conducted for all excursions to identify any risks the transportation may pose to the safety of children and identify how risks will be managed and minimised
- Book bus transportation for excursion that has appropriate seat belts for all children
- Children will be counted on entering the bus, and again on arriving at destination. Attendance sheet will also be used to account for all children
- A staff member will be the last one to exit bus and physically check all seats for children and belongings
- Children requiring additional support will have a support worker or educator allocated to sit with them on the bus
- Educators and volunteers will position themselves throughout the bus to maintain supervision of all children
- Staff will have all emergency contact information available for children, volunteers and educators on the excursion. There will also be a first aid kit and Preschool mobile phone carried by lead educator
- All volunteers and staff will have an induction on the morning of any bus excursion to run through expectations, responsibilities and processes

Children will not be transported unless it is part of a pre-arranged excursion with written authorisation from a Parent or Guardian.

Links to other relevant policies and procedures

- **Safe transportation of children procedure**
<https://edi.sa.edu.au/library/document-library/controlled-procedures/safe-transportation-of-children-procedure.pdf>
- **Safe transportation of children policy**
<https://edi.sa.edu.au/library/document-library/controlled-policies/safe-transportation-of-children-policy.pdf>

Water Safety Procedure 2023

Effective supervision is the key to maintaining children's safety in and around water. Water based play is an important part of our curriculum. Educators ensure all precautions are taken to safeguard children during these experiences.

As a staff team we will:

- Closely supervise children when engaging in water play activities
- Maintain constant supervision when children are near water and implement careful and intentional positioning of educators
- Ensure risk assessments are undertaken and water hazards and risks associated with water-based activities are taken into consideration
- Empty water containers and troughs into the garden after use and store upside down or away in shed
- Empty buckets used for cleaning immediately after use
- Ensure all staff members hold current first aid qualifications
- Ensure all aspects of the environment are designed to maintain adequate drainage of water and to avoid pooling.

Links to other relevant policies and procedures

- **Preschool water safety procedure**
<https://edi.sa.edu.au/library/document-library/controlled-procedures/preschool-water-safety-procedure>
- **Water safety in education and care setting**
[https://edi.sa.edu.au/library/document-library/people-and-culture/work-health-and-safety/kidsafe/Water safety in education and care-settings.pdf](https://edi.sa.edu.au/library/document-library/people-and-culture/work-health-and-safety/kidsafe/Water%20safety%20in%20education%20and%20care-settings.pdf)

Healthy Eating Procedure 2023

At Adams Road Children's Centre we are passionate about providing an environment that supports and encourages healthy eating for happy, healthy, bodies and minds. Recommendations from Speech Pathologists and Dentists indicate that children should be eating crunchy foods to promote oral muscle development and healthier teeth and gums.

We promote opportunities for healthy eating by

- Providing shared fruit experiences as part of our routine
- Using produce from the garden for cooking experiences
- Encouraging "Best choice first" from children's lunchboxes at meal and snack time.
- We encourage safe and healthy practices around meal times through the following guidelines-
- Children are encouraged to wash their hands prior to handling any food.
- Children are encouraged to be independent in managing their own food.
- Children are encouraged to sit down whilst eating.
- Staff will supervise and participate with children whilst they are eating
- Our preschool follows health support plans for individual children's medical needs.

Please note, heating and refrigerating children's food is not available at preschool. Children are welcome to bring a cold pack with their lunchboxes.

For birthdays and celebrations we ask that rewards/treats fit our healthy guidelines, or are non-food related. Bringing in something for your child's celebrations is not expected, but if you wish to it is a great opportunity to support our healthy eating policy by bringing in such items as- fruit/veg platter, fruit kebabs, rice cake, funny faces etc.

Food Supply

Our preschool encourages healthy food choices adapted from "The Right Bite guidelines" Please use the following guidelines for food brought from home:

Our suggestion list has been prepared using the 'Right Bite Guidelines'.

We acknowledge that children are only here for 15 hours of their week and are able to access a range of other foods at other times.

The Right Bite strategy teaches children the "traffic light" system of Healthy Eating –

GREEN — GO — Eat plenty of these foods at kindy.

AMBER — SLOW DOWN – Select carefully to have with your green choice.

RED — STOP – Not at kindy.

GREEN — Choose plenty. Children can bring green list foods for snack and lunch. We encourage fruit and/or vegetables for morning and afternoon snack as these will not spoil

Food type	Examples
Bread	All types of bread including wraps, burritos, tortillas etc. Multigrain, wholemeal, hi fibre is extra good!
Cereal foods	Rice, pasta, noodles
Vegetables	Any—chop up into sticks and add a low-fat dip
Fruit	Any—fresh, dried or fruit packs in natural juice
Legumes	Any—baked beans etc.
Dairy products	Yoghurt, custard (not flavoured) and cheese
Drinks	Water only at preschool
Meats	These need to remain cold.

AMBER — Select carefully. Children may choose from this list to add to their (GREEN) lunch choice.

Food type	Examples
Savoury products/ foods/biscuits	Check for fat and salt content. Examples could be cheese and tomato (vegetable) pizza, vegetable pastries, quiches. "Oven-baked" varieties are usually good, dry biscuits, air popped popcorn, rice cakes or crackers.
Snack foods	Muesli bars (NO NUTS OR CHOCOLATE)
Fruit bars	Fruit bars often don't contain much fruit. Check for sugar content and go for fruit over 80% content. Avoid those that look like lollies e.g. tails or 'fruit bites'
Cakes, muffins etc.	English muffins, small muffin high in fibre and fruit, scone, small pancake/pikelet are all acceptable. No icing or chocolate.
Dairy products	Fruit or vanilla yoghurt or custard and cheese.

RED — Not for daily Preschool eating. Limited to programmed occasions per term. Such as end of term celebrations etc.

Food type	Examples
Drinks	Soft drinks, cordial, sports drinks, flavoured mineral waters, sports waters and fruit drinks. WATER ONLY AT KINDY
Lollies, sweets, chocolate	Confectionery-all types. Including foods that look like lollies and are high in sugar- roll ups, tails. Lollies, -Jubes and boiled sweets. Chocolate bars and chocolate flavoured products eg- on muesli bars ,custard, LCMs etc
Cakes	Cakes, sweet pastries and slice, doughnuts, lamingtons, cream filled buns/cakes, sweets, slices and bars.

Please be careful selecting foods at the supermarket as food packaging may be misleading and say 'lunchbox approved' when it is unsuitable for kindy.



Safe Operating Procedure

Low Temperature Glue Gun (Early Childhood Students)

Hazards common to low temperature glue guns

- Mains electricity
- Hot glue

Safe operating and pre requirements

- Must have an RCM 
- Ensure the Glue Gun has a current electrical safety tag
- 10W MAX
- Manufacturers have recommended the wearing of safety glasses 
- Children should only use the gun under adult supervision
- Do not use the gun in damp or wet conditions
- Never put any objects in the gun other than the low temperature glue sticks recommended

Operating procedure

Before you start

- Set up adjacent to a power outlet, protect the cable from student movement.
- Clip metal stand on glue gun, never lie gun down on side when in use or whilst cooling down this will cause gun failure
- Insert glue stick gently through tunnel at back of gun. Never use excessive force as the glue stick will clog the channel.

Operation

- Plug cord into an electrical outlet and wait 5 minutes to heat up the glue
- Apply adhesive by gentle continuous pressure (usually smooth surfaces are more difficult to adhere than rough, porous surfaces)
- Release trigger to stop flow of glue
- Glue does not need to be spread. Do not touch
- Join surfaces as quickly as possible for optimum bond strength.

After use

- When task is finished, un-plug and remove the tool to a higher safe place until cool.
- Allow the glue stick to remain in the gun – do not remove stick from rear of gun at any time
- Supervise students to ensure thorough hand washing occurs.

Rest and Sleep Procedure

This procedure is consistent with the requirements of the:

- Education and Care Services National Law and Regulations
- DECD Safe sleeping for infants and children Procedure July 2017
- Safe infant sleeping standards policy directive (SA Health)
- Red Nose
- Kidsafe SA safe sleeping recommendations

Children of all ages

- A quiet place will be designated for rest and sleep, away from interactive groups. The space will allow for a calm play experience.
- Children are to sleep and rest with their face uncovered.
- The sleep and rest environment and equipment will be safe and regularly checked for hazards. This includes all equipment complying with the Australian Standards.
- Supervision planning and the placement of educators across our service will ensure educators are able to adequately supervise sleeping and resting children.
- Educators will closely monitor sleeping and resting children and our sleep rest environments. This involves checking/ inspecting sleeping children at regular intervals, and ensuring that we are always within sight and hearing distance of sleeping and resting children so that we can assess a child's breathing and the colour of their skin. Service providers will consider the risk for each individual child, and tailor sleep and rest to reflect the levels of risk identified for children at our service. Factors considered include the age of the child, medical conditions, individual needs and history of health and/or sleep issues.

Skin Protection and Extreme Weather Policy

Rationale

- Adams Road Children's centre recognises that Australia has the highest incidence of skin cancer in the world, with 2 out of 3 people developing skin cancer before they are 70. Sun exposure in the first 10 years of life determines to a substantial degree the likelihood of skin cancer in later life. Radiation levels of 3 and above can cause damage and occur every day from September to April, especially between 10am and 3pm.

This policy will be distributed to all new staff students and families at the centre. It has been developed in order to-

- Protect children's skin during to help prevent the likelihood of cancer.
- To balance sun protection with safe sun exposure, for bone growth and development.

Aims

The aims of the Adams Road Children's Policy Skin Protection Policy are to promote among children, staff, parents and caregivers -

- Positive attitudes towards skin protection.
- Lifestyle practices which can help reduce the incidence of skin cancer
- Personal responsibility for and decision making about skin protection
- Awareness of the need for environmental cancer in the Centre to reduce sun exposure in high radiation levels.

Staff Roles and Responsibilities

- Staff are encouraged to promote and role model appropriate sun smart strategies and the sun smart message.
- Advertise UV Rating on the board in the morning.

Implementation

Between September and May and on days where UV rating is above 3 the preschool will take extra care between 10:00 am and 3:00 pm to minimise exposure to UV radiation.

Shade

- Trees, pergolas, umbrellas and tents will be used outdoors to provide shaded areas for outdoor play.
- Sandpit and play area under shade and the veranda may be used during these hours,
- Activities conducted in periods of hot weather are to be conducted in shaded areas.

Drinks

- Children will be frequently offered water and have access to water from the water fountain at all times.
- Children will be regularly offered water during hot periods.
- Children's drink bottles can be accessed at all times.

Clothing

Parents are encouraged to dress children in clothing that minimises UV Radiation exposure.

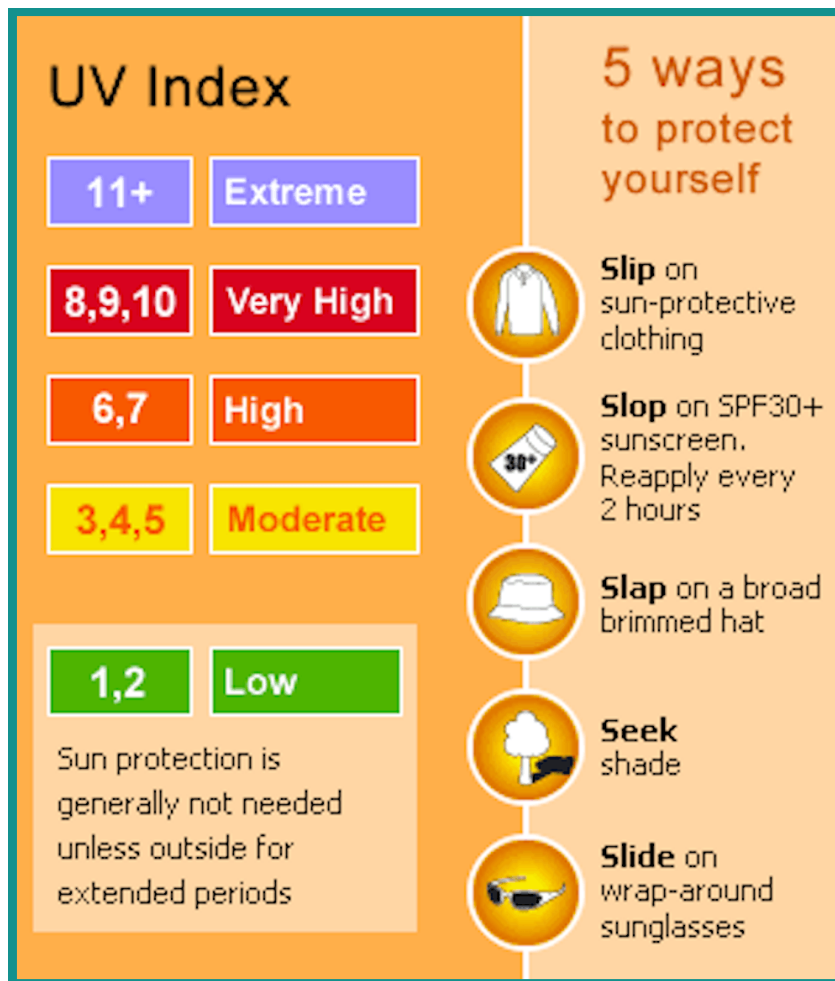
This includes:

- Sun safe hats- Broad Brimmed, Legionnaire or Bucket hats only. (no toggle string)
- Shoulders must be covered with sleeves; therefore strapped dresses and tops are not suitable.

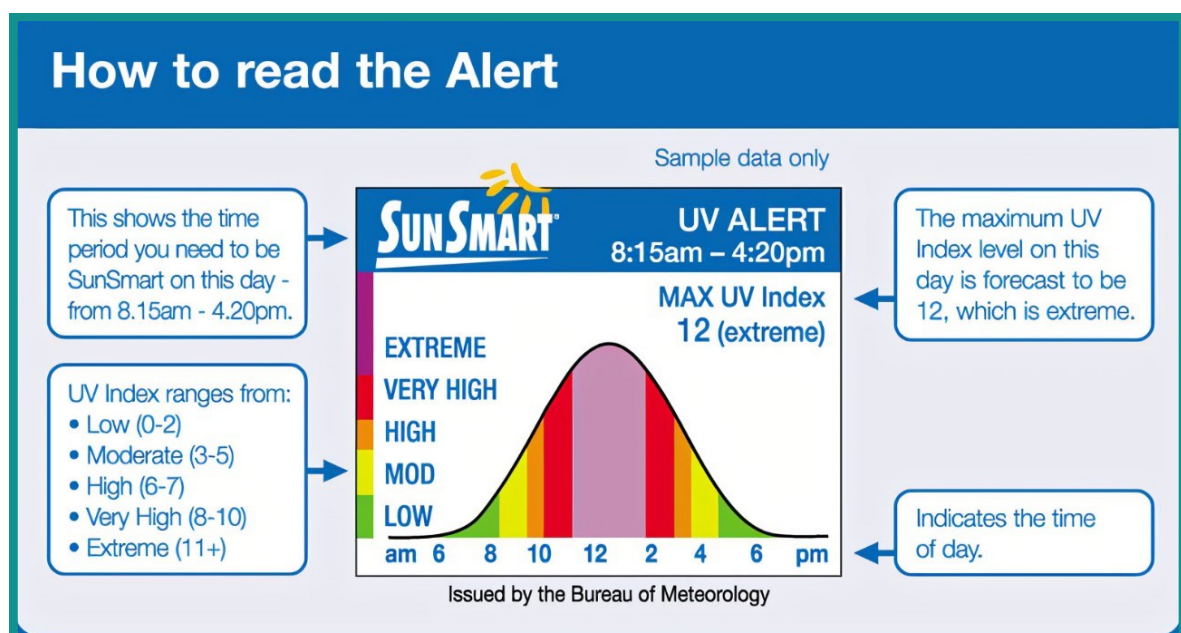
Sunscreen

- It is advised that prior to coming to preschool that children have broad spectrum sunscreen applied.
- Sunscreen will be reapplied at lunch time.
- At bush kindy sunscreen is available for parents to apply at drop off time.

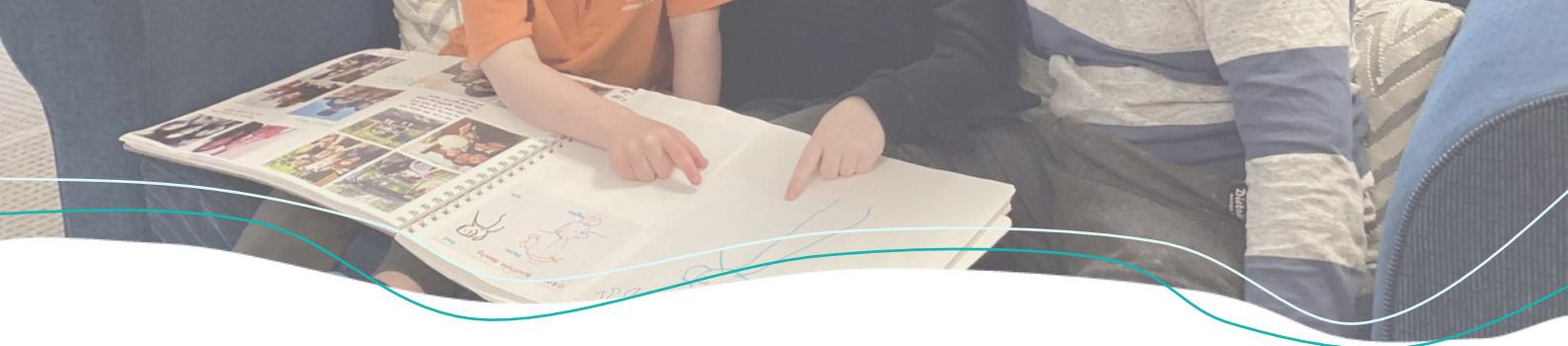
This policy has been developed in accordance to occupational health and safety requirements.



UV Index (BOM 2022).



SunSmart UV Alert (BOM 2022).



Policies

Please visit our website at www.preschools.sa.gov.au/adams-road-childrens-centre to view all our other policies.

Local School Information

It is your responsibility to enroll your child in the school of your choice. It is important that your child is enrolled at least 6 months prior to beginning school. This allows the school to plan for the number of new children starting school, class placements and also allows your child the opportunity to participate in school transition visits where they can spend some time in the classroom. We encourage all children to attend a full year of kindy as research shows that this gives them the best start before formal schooling. However if your child is attending a private school mid year, please be sure to inform us of their starting date.

School term Dates

	<u>Term1</u>	<u>Term2</u>	<u>Term 3</u>	<u>Term4</u>
<u>2023</u>	30 th Jan to 14 th April	1 st May to 7 th July	24 th July to 29 th Sept	16 th Oct to 15 th Dec
<u>2024</u>	29 th Jan to 12 th April	29 th April to 5 th July	22 nd July to 27 th Sept	14 th Oct to 13 th Dec
<u>2025</u>	28 th Jan to 11 th April	28 th April to 4 th July	21 st July to 26 th Sept	13 th Oct to 12 th Dec

Helpful Information

Director:	Jo Saunders
Phone:	(08) 8254 6616
Street Address:	33 Adams Road, Craigmore SA 5114
Email:	dl.2696.leaders@schools.sa.edu.au
Facebook:	Friends of Adams Road Children's Centre
Website:	www.preschools.sa.gov.au/adams-road-childrens-centre



References

Bureau of Meteorology 2022, Sunsmart UV alert, BOM, Australian Government, viewed 3 November 2022, <<http://www.bom.gov.au>>.

Bureau of Meteorology 2022, *UV index*, BOM, Australian Government, viewed 3 November 2022, <<http://www.bom.gov.au>>.

