

Table of contents

- Home
- Learning and care
- Health and wellbeing
- Community engagement
- Reports and plans
- Family support
- Policies and guidelines
 - [aldinga_beach_cc_sunsmart_0](#)
 - [aldinga_beach_cc_philosophy](#)
 - [aldinga_beach_cc_nutrition_and_food_safety](#)
 - [aldinga_beach_cc_kindy_general_information](#)
 - [aldinga_beach_cc_hot_weather](#)
 - [aldinga_beach_cc_drop_off_pick_up](#)
 - [aldinga_beach_cc_behaviour](#)

Home



We offer your child an encouraging and secure environment in which to learn and grow. We uphold the values of excellence, respect, caring, and connection, and look forward to building a relationship with you and your family based on mutual support, trust, and involvement.

We value your child's voice, listen to their ideas, and work alongside them to build on their strengths. We will encourage your child to be the best they can be, helping them to become a lifelong learner.

There are many opportunities for you and your family to connect with our centre. We encourage you to get involved with the programs and services we offer.

Find out more about our goals and our focus in our philosophy statement (PDF 134KB)
(https://www.preschools.sa.gov.au/sites/g/files/net4016/f/aldinga_beach_cc_philosophy.pdf).

Getting involved

We support family involvement in decision making about the services and programs offered in our children's centre. This includes becoming a member of the parent engagement group. To find out more contact our community development coordinator or director.

If you'd like to volunteer with us in other ways, we'd love to hear from you. See [volunteering in schools, preschools and children's centres](https://www.decd.sa.gov.au/supporting-students/parent-engagement-education/volunteers/volunteering-schools-preschools-and-childrens-centres)
(<https://www.decd.sa.gov.au/supporting-students/parent-engagement-education/volunteers/volunteering-schools-preschools-and-childrens-centres>) and have a chat to us about how you can get involved.

Acknowledgement of Country

We acknowledge the traditional owners of the land we are on and pay our respects to their Elders past and present, and extend that respect to other Aboriginal people who are present today.

Immunisations

When you enrol your child with any of our services or programs you will be asked to provide evidence of their immunisation status
(<https://www.sa.gov.au/topics/education-and-learning/early-childhood-education-and-care/preschool-and-kindergarten#immunisation>).

Contact us

Preschool director: Ms Jane Moore

Phone: (08) 8557 6208

Fax: (08) 8556 5810

Email: dl.0222.info@schools.sa.edu.au

Street address: Quinliven Road Aldinga SA 5173

Postal address: Quinliven Road Aldinga SA 5173

Learning and care

We offer a number of programs and services to support your child's early years learning (<https://www.decd.sa.gov.au/teaching/curriculum-and-teaching/primary-and-secondary-curriculum/curriculum-taught-south-australia>).

Preschool

We invite you to join the parenting committee, which meets twice a term to make sure the centre runs smoothly. Find out more about preschool governance and speak to us to register your interest.

When your child can start preschool

All children are entitled to access at least 1 year of preschool.

If your child turns 4 before 1 May, they can start preschool at the beginning of the year. If your child turns 4 on or after 1 May, they can start the next year.

If you want to delay your child's start to preschool or you're not sure about when they should start, please talk to us about your options.

If your child is Aboriginal or under guardianship (in care) they are eligible for 12 hours of preschool after they turn 3. They will then be eligible for 15 hours per week of preschool in the year before they start school.

Early entry

Your child may be able to come to preschool up to 2 terms earlier if they:

- have additional needs or disability
- are learning English as an additional language or dialect
- are at significant risk because of family circumstances.

Early entry is for up to 3 hours per week in the first term, and up to 6 hours per week in the second term, if places are available.

Access is decided on a case-by-case basis.

Please contact us if you want more information about early entry.

Enrolling your child

You can register your interest to enrol your child with us by using the preschool registration of interest (<https://www.education.sa.gov.au/doc/preschool-registration-interest-form>). This form is also available from us.

Try to register your interest by 30 June, but you can do this any time during the year.

Priority will be given to children living in our catchment area (<https://www.preschools.sa.gov.au/aldinga-beach-childrens-centre#location>). If you don't live in our catchment area you should indicate at least 2 other preschool options on your form.

If we can give your child a place with us we'll send you an offer letter in term 3 (<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>). You can accept the offer by filling in and sending back the acceptance slip by the due date.

Before your child starts

We will contact you in October about an orientation session. We will invite you to a family night which includes a BBQ dinner, a tour of our kindy, and an information session where you can ask questions. This will be followed by a 2 to 2.5 hour transition visit for your child.

Fees

We ask you to contribute towards the cost of your child attending preschool.

The parent contribution is \$355 per year. You can choose to pay the total amount at the beginning of the year or you can pay instalments during the year.

We will ask for a \$50 payment up-front before your child starts kindy. This will cover excursions and a compulsory hat that will have your child's name on it and be colour-coded to your child's learning group.

When to pay

We will invoice you in term 1 via your child's pocket.

Payments are due in full by the end of term 3 (<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>).

Please contact us if you are having difficulty paying, or if you would like to pay the parent contribution in instalments, and we can work out a payment plan.

How to pay

Cash or cheque

You can pay cash or cheque at the kindy. Please put the payment in a sealed envelope with your child's name on the front. Put the envelope in the payments box which is located on the front desk as you enter the building.

EFT information

You can pay by direct deposit.

BSB: 105071

Account number: 033119340

Please use your child's name as the reference.

Preschool session times

Your child can attend preschool for up to 15 hours per week.

This will consist of 2 regular days of preschool each week and 7 Fun Fridays over the course of the year. On Fun Friday's we go on excursions in our local community and have incursions that might involve people coming to visit us. We will advise you of the dates of our Fun Fridays well in advance so you can plan accordingly.

Group 1

Monday	Tuesday	Wednesday	Thursday	Friday
8.30am to 3.15pm	8.30am to 3.15pm	–	–	Fun Fridays

Group 2

Monday	Tuesday	Wednesday	Thursday	Friday
–	–	8.30am to 3.15pm	8.30am to 3.15pm	Fun Fridays

What to bring

Children need to bring these items each day:

- bag
- kindy coloured group hat
- change of clothes
- drink bottle containing water
- healthy snack
- packed lunch.

Please write your child's name on all their belongings.

What not to bring

Children should not bring these things:

- food containing nuts (some children have nut allergies that can be dangerous)
- unhealthy food or drink (lollies, chocolate, chips, fizzy drinks)
- toys from home.

Occasional care

Occasional care is for children under school age who aren't in any other early childhood education and care programs, such as preschool, child care or family day care. It promotes young children's development by giving them access to high-quality early childhood education.

It may help parents to take part in a range of activities including non-work and casual work commitments.

Priority of access

The education department has a priority of access policy (<https://www.education.sa.gov.au/parenting-and-child-care/your-childs-education/childcare-and-preschool/occasional-care>) to decide who can get into occasional care. This might mean that some families get more sessions than others.

Talk to us about enrolling in occasional care.

Times

Children generally can go to 1 session a week.

Children under 2 years old

Monday	Tuesday	Wednesday	Thursday	Friday
12.15pm to 3.15pm	12.15pm to 3.15pm	8.30am to 11.30am	8.30am to 11.30am 12.15pm to 3.15pm	–

Children over 2 years old

Monday	Tuesday	Wednesday	Thursday	Friday
12.15pm to 3.15pm	12.15pm to 3.15pm	8.30am to 11.30am	8.30am to 11.30am or 12.15pm to 3.15pm	–

Cost

This program costs \$5 per session and \$2.50 for siblings.

If you have an Australian Government Pensioner Concession or Health Care Card, the cost is \$1.50 per session and 75 cents for siblings.

What to bring

Children need to bring these items:

- bag
- hat
- change of clothes
- nappies if required
- drink bottle containing water
- healthy snack.

Please write your child's name on all their belongings.

Playgroup

Playgroup is an interactive, fun opportunity for children and parents to play and learn together. Playgroups are usually supported by an early childhood professional who will give support, information and advice about children's health, learning and development.

Come along and explore, create and take risks with your child in a safe, fun and supportive environment.

Times

9.30am to 11.00am every Tuesday.

Cost

Free.

What to bring

Children need to bring these items:

- bag
- hat
- change of clothes
- drink bottle containing water
- a piece of fruit to share or a healthy snack.

Please write your child's name on all their belongings.

You will also need to bring a hat to wear when accompanying your child outside.

Additional information

Our playgroup is limited to a maximum of 15 children. Book in advance to secure your spot.

We are a nut-free centre. Please do not bring any food containing nuts.

Learning Together

Being involved in your child's learning makes a positive difference. Read about this program (<https://www.education.sa.gov.au/teaching/curriculum-and-teaching/curriculum-early-years/learning-together>) and how it can help your family.

Times

9.15am to 11.00am every Wednesday.

Cost

Free.

What to bring

Children need to bring a piece of fruit to share at fruit time.

Children and adults need to bring a hat.

Disability support

There is support available for children with disability (<https://www.education.sa.gov.au/supporting-students/children-disability-and-special-needs>). Talk to us for more information.

Health and wellbeing

CaFHS

Our child and family health service provides your family with health services and advice.

Times

The clinic is available on Mondays and Thursdays from 9.30am to 11.30am.

Monday morning's sessions are by appointment only. To make an appointment call CaFHS on 1300 733 606.

Thursday morning's sessions we run a drop-in service. You do not need to book an appointment.

Cost

Free.

What to bring

Please bring your child's CaFHS blue book.

Community services

Community health and wellbeing options for South Australian families include:

Child and Family Health Services (CaFHS) (<http://www.cyh.com/Content.aspx?p=361>)

Child and Adolescent Mental Health Services (CAMHS)
(<http://www.wch.sa.gov.au/services/az/divisions/mentalhealth/index.html>)

Disability Services (<https://www.sa.gov.au/topics/care-and-support/disability/access-services/services-in-sa>)
/ NDIS (<https://www.ndis.gov.au/index.html>)

Parenting SA (<https://www.education.sa.gov.au/parenting-and-child-care/parenting/parenting-sa>)

Women's and Children's Health Network
(
<http://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/about+us/our+local+health+networks/womens+and+childrens+health+network>)

Greatstart parenting information
(<https://www.education.sa.gov.au/parenting-and-child-care/parenting/learning-your-child-greatstart>)

Community engagement

Circle of security

This relationship-based program supports you to understand and respond to your child's behavioural cues and helps you to build a secure attachment with them. A free creche is available for your child while you attend this program.

Times

Times may vary. Please refer to our what's on calendar
(<https://www.preschools.sa.gov.au/aldinga-beach-childrens-centre/our-centre/whats-happening>) or call us on 8557 6208.

Cost

Free.

What to bring

If your child is attending the creche, they will need to bring:

- bag
- change of clothes
- hat
- drink bottle containing water
- a piece of fruit to share or a healthy snack
- nappies and wipes (if required).

We are a nut-free centre. Please do not bring any food containing nuts.

Bringing up great kids

A reflective program that supports you to build strong and caring relationships with your children. A free creche is available for your child while you attend this program.

Times

Times may vary. Please refer to our what's on calendar (<https://www.preschools.sa.gov.au/aldinga-beach-childrens-centre/our-centre/whats-happening>) or call us on 8557 6208.

Cost

Free.

What to bring

If your child is attending the creche, they will need to bring:

- bag
- change of clothes
- hat
- drink bottle containing water
- a piece of fruit to share or a healthy snack
- nappies and wipes (if required).

We are a nut-free centre. Please do not bring any food containing nuts.

Reports and plans

National Quality Standard rating

Our services are assessed and rated against 7 quality areas of the National Quality Standard.

Copyright ACECQA (<https://www.acecqa.gov.au/copyright>)

Quality improvement plan

An assessment of the programs we offer against the National Quality Standard and national regulations. It identifies areas for improvement and includes our philosophy statement.

Quality improvement plan (PDF 1097KB)
(https://www.preschools.sa.gov.au/sites/g/files/net4016/f/aldinga_beach_cc_2018_qip.pdf)

Annual report

A report on our progress, achievements, highlights and challenges for the year.

Annual report (PDF) (http://docs.decd.sa.gov.au/Sites/AnnualReports/5982_AnnualReport.pdf)

Family support

Giving your child a strong start in the early years

Research tells us that quality education and care early in life leads to better health, education and job outcomes in adulthood. Children are learning and growing from the time they are born. The greatest influence on a child's future health, development and happiness is in the first 5 years of life.

We're working with families to take a 'learning together' approach about child development in the early years.

Parenting resources

Several early childhood parenting resources are available to help your child learn and grow right from the start.

Little Big Book Club (<http://www.thelittlebigbookclub.com.au/>) supports parents to read, sing and play with their children from birth, with access to book recommendations, reading packs and resources.

Dad's Read (<http://dadsread.org.au/>) offers advice for fathers to encourage reading together with their child.

Parenting SA (<https://www.education.sa.gov.au/parenting-and-child-care/parenting/parenting-sa>) has free parenting factsheets, videos and upcoming seminars on many parenting topics.

Positive Parenting program
(<http://www.triplep-parenting.net.au/au-uk/en/find-help/triple-p-parenting-in-south-australia/?itb=bc37e109d92bdc1ea71da6c919d54907>) has free seminars, workshops and one-on-one sessions for parents of children aged 3 to 12 years.

Learning with your child (GreatStart)
(<https://www.education.sa.gov.au/parenting-and-child-care/parenting/learning-your-child-greatstart>) gives parents everyday learning ideas and activities to help build their child's maths and language skills.

Raising Children Network (<http://raisingchildren.net.au/>) provides up-to-date, evidence-based, scientifically validated information about raising children and caring for yourself as a parent or carer.

SUN SMART POLICY

We promote recognised Sun Smart practices to children, staff, families and visitors. Within the centre everyone is encouraged to model and support sun safe behaviours.

Cancer Council SA recommends that Early Childhood Service in SA implement a comprehensive skin protection policy when the ultraviolet radiation (UVR) levels are 3 and above. This is generally from the beginning of September to the end of April.

The Centre aims to provide protection from the sun by minimising excessive exposure of the skin to the sun's ultraviolet rays through:

- ✧ Appropriate clothing
- ✧ Limiting outside activity in high UV levels above 3 and heat over 36°
- ✧ Provision of shaded areas
- ✧ Appropriate use of sunscreen
- ✧ Provision of information on recognised Sun Smart practices

Hats

Between September and April all children, staff, visitors and volunteers are to wear a broad brimmed, legionnaire or bucket hat outside.

Between April and September hats are to be worn on days when the maximum predicted UV level is 3 or higher. These days are designated as a "Hats On Day"

Children are to bring a hat, clearly named, from home every day. Children who don't bring a hat can use a spare hat or play in a sun protected area.

Clothing

Children and staff are required to wear clothing that adequately covers their shoulders, upper arms and torso.

Sunscreen

- ✧ Staff are to ensure children have sunscreen applied when the UVR is 3 or greater.
- ✧ All sunscreen supplied by the centre will be SPF 30+ broad spectrum water resistant.
- ✧ Sensitive sunscreen is also made available or families can provide their own in consultation with staff.
- ✧ It is recommended that families arrange a spot check of the sunscreen on their child to check for adverse reactions.

Activities about Sun Safety are taught as part of the educational program.

The centre supports the cancer council's sun protection mantra:

"When the UV index reaches 3 or above take the following steps to protect yourself against sun damage:

1. SLIP on some sun protective clothing
2. SLOP on SPF30+ sunscreen
3. SLAP on a hat
4. SEEK Shade

Families are kept informed of latest Sun Smart practices via this policy, newsletters, the centre handbook and promotional materials.



Our Vision

The dream we have for our birth-
7 School in the future

Creating a learning community,
where we work together, to be the
best we can be.

Our Centre

Philosophy

Mantra

The best we can be



values

Teaching and Learning

Philosophy

Provide a safe and supportive
environment

View children as competent and
capable

Value the experiences and voice of the
child

Empower learners through
differentiation to meet learner's needs

Strengthen social and emotional
capabilities

Have high expectations

Develop stamina for learning

Work to continually improve

Develop partnerships with families
and community

Our Purpose

Create positive relationships to become
active community members

Strengthen skills and build
pathways to become global citizens

Equip children to be powerful learners
in a safe, supportive environment

Encourage a sense of fun and play,
to nurture, educate and develop a
culture of success

NUTRITION AND FOOD SAFETY POLICY

Aldinga Beach Children's Centre is NUT FREE

We promote nutritional eating for all children and believe that early childhood is an important time for establishing life long healthy eating habits.

Children benefit as healthy eating maximises growth and development and reduces illness. In the long term healthy eating minimizes the risk of diet related disease.

The food and nutrition curriculum is consistent with the *Australian Dietary Guidelines for Children and Adolescents in Australia* and the **Right Bite** Healthy Food and Drink Supply Strategy for South Australian Schools and Preschools.

We are a breast feeding friendly centre.

We review this policy annually but also make changes depending on the needs of children who attend each year.

Learning for children

Activities and opportunities are included to promote knowledge, attitudes and skills to make healthy food choices and to learn about the variety of food available for good health.

Opportunities are available for children to develop practical food skills including preparing and cooking healthy food as well as safety and hygiene. Food is considered and utilized as a resource to introduce children to other cultures, varieties of foods, tastes and textures.

Children will help to develop a garden to learn about growing, harvesting and preparing nutritious foods.

We promote water as the preferred drink. Fresh, clean tap water is available at all times and children are encouraged to drink water throughout the day. Children need to bring their own named drink bottles each day. It is the responsibility of families to clean and refill the water bottle with safe clean water.

Children may eat when they are hungry but must wash their hands and then sit while eating to reduce the risk of choking. Lunch times will be social times where all children eat together and sit with staff who model healthy eating behaviours.

Food Supply

Toast and or fruit could be supplied to children in Occasional Care or Kindy for breakfast as required.

There will be a "Crunch and Sip" time each day for children to eat fruit, vegetables, cheese or yogurt supplied by their family. This provides important minerals and vitamins and encourages a taste for healthy foods. It also encourages chewing to promote oral muscle development. Staff can assist children to peel fruit or vegetables.

Families need to supply a healthy lunch such as a sandwich or wrap, fruit, yogurt. Please be aware our staff are unable to heat food. Ideas are available for healthy options in our centre. Lunch is eaten as a group in a safe, supportive and social environment which encourages self help skills and independence. Children have access to their food throughout the morning and afternoon.

Unsuitable foods include

- ❖ Any nut or nut products or foods containing nuts such as Nutella – as we are a NUT FREE centre to support children with serious nut allergies. For children with Anaphylaxis this is serious and can be fatal.
- ❖ Muesli bars as they are high in sugar and most contain nuts
- ❖ Cordial and sweetened juices and soft drinks
- ❖ Chocolate bars, or chocolate coated fruit bars, roll ups and foods high in sugar such as lollies. These are sometimes foods, which are best to eat at home.

Food Safety

We promote and teach food safety as part of the learning program and during cooking activities.

We provide adequate hand washing facilities and promote and encourage correct hand washing by children and adults.

Children need to wash their hands before eating and sit at a designated eating place.

On hot days lunches will be kept inside as per our Hot Weather Policy.

We liaise with families to ensure a suitable food supply for children who require a health care plan related to food issues or allergies. Special dietary needs may be specified for a variety of reasons which include medical, allergy, intolerance, family preference, cultural and religious reasons. Any needs for a child relating to food, nutrition and eating are to be indicated on the Preschool Enrolment Form when a child is enrolled and health care plans submitted to ensure the child's safety.

If we enrol a child with a serious food allergy we will inform families and update our policy to modify what children can bring to our centre programs.

We encourage staff to access training as appropriate to the **Right Bite** strategy.

Celebrations, Special Events and Birthdays

We will ensure a healthy food supply for children for activities, celebrations and events and will limit the availability of high fat, high sugar and highly processed food such as chips, pastries, cakes and lollies no more than twice a term in accordance with the Healthy Eating Guidelines. Special events held at the centre will include healthy food options.

Children's birthdays will be celebrated in all programs with non food related forms of celebration such as singing birthday songs, certificates or stickers.

Brochures and information about healthy food and nutrition are available at our centre.



Kindy Dictionary

Address:

1 Evans Street, Aldinga Beach, 5173
PH: 8557 6208
Email:
leigh.stone715@schools.sa.edu.au

Allergies :

If your child has allergies you must include specific information in your enrolment form and MUST provide us with a medical plan from your GP.

Car park:

DECD only provide car parking for Children's Centre staff. There is street parking on Greenlees Parade, and along the surrounding roads. It is a busy, risky time, so please take extra care with safety. It is best for children to hold your hand and especially younger siblings.

There are 2 designated disabled car parks, if you need one.

Early Years Learning

Framework:

Our planning reflects the needs of the children using the Being, Belonging and Becoming the Early Years Learning Framework document.

Facebook:

Our centre has 2 Facebook pages, one page for our whole centre and one is a closed group specifically for our kindergarten families – ABCC2018. We know that not everyone uses Facebook but we have found it helps us with communication. There is no pressure to join.

Fees:

The kindy fees are \$355.00 for the year. This can be paid at the centre or online. You will receive an invoice in your child's pocket by week 4 of term 1. This will explain where and how to pay. We ask for an upfront fee of \$50 which covers excursions and your child's named colour coded hat for their kindy learning group.

Floorbooks:

We display your child's learning in Floorbooks, these can be found in kindy and promote reflection from both staff and children. The floorbooks are linked to the EYLF.

Fun Fridays:

To ensure your child receives their eligible 15 hours a week we have 7 Fun Fridays across the year, 2 in term 1-3 and 1 in term 4. These are often excursions outdoors and sometimes special incursions. You will be given the dates for these to help with your planning. The kindy day is still 8.30-3.15.

Hats:

To be sun safe we wear hats in terms 1, 3 & 4. Without a hat, children have to play inside. We need every family to purchase a hat. They are colour coordinated to your child's learning group and so help to build belonging and help us to be safe on excursions. We will organise for hats to be named. It is your responsibility to keep them clean. Hats can be paid for at transition visits using the envelope system. This is cash only.



Helpers:

If you would like to help in the kindy sharing a skill or supporting children, reading stories, gardening, cooking or with excursions please let us know ☐ All helpers need to have DCSI police clearance. Please see one of our staff to organise this for you. If you already have a DCSI clearance, please show the original to Fiona or Leigh so we can keep a copy for our records.

Illness:

If your child is unwell please keep them home from Kindy. We would appreciate it if you notify us of your child's absence by phone, Facebook, or email.

Kindy Bag:

We encourage children to carry their own bag into Kindy in the morning and place it in their learning group locker.

They will need:

- a drink bottle,
- full change of clothes
- 2 pieces of fruit or snack and lunch.

We help them learn to be organised and responsible to look after their belongings. We call it being Oscar Organised! Please name everything!

Learning Groups:

In order to build relationships with you and your child we have learning groups. These groups have a designated teacher for the whole year. This helps us to build a stronger relationship and delve into deeper learning with your child, and to monitor their learning too. Each learning group has a colour.

Medication:

If your child requires medication while at Kindy eg Ventolin or antibiotics, the medication needs to be sent to Kindy in its original packaging prescribed for your Kindy child and the appropriate forms filled out and signed by a parent. Forms are available from the front desk. Medication must be given to a staff member NOT left in your child's bag.



Nature Play:

Our philosophy is grounded in nature play, we climb trees, build with branches and recycled materials and enjoy nature. This means we get muddy, wet and dirty – please don't send your child in precious clothes! Children often get messy as they learn at Kindy. We have special all weather cover suits and gum boots for the children to use.

Nut Free:

Aldinga Beach Children's Centre is totally NUT FREE

Nutrition:

We believe our children learn better from eating healthy and natural foods. We encourage you to pack 2 pieces of fruit for our sip and crunch times, and a healthy option for lunch time. If children see everyone else eating healthy foods together they can support each other to eat well. We cannot heat food. It's great to have less packaging wherever possible. We only drink water at kindy.

Parent Committee:

We have a parent committee which we encourage you to join. It's a terrific way to support our centre and be involved in decision making.

Pockets:

Each child has their own communication pocket located opposite the entry doors to Kindy. These pockets will be one of the ways we communicate with you. We will put newsletters, notes, invoices, excursion notes, information sheets and other important documents in these pockets so please check them regularly.

Policies and Procedures:

Are available in our Policy folder, which is kept in the Kindy

Portfolios:

Each child will have their own portfolio. This is a folder that contains records of their learning. The children love these and are proud to show them off. This portfolio will show your child's learning during the year. At the end of the year it is given to your child to keep.

Smoking:

There is no smoking on DECD sites, this includes the car park area.

Staff:

Jane Moore – Director
Leigh Simmons – Administration
Fiona Brown – Kindy Team Leader
Mel Barwick – Teacher
Alex Schulz – Teacher
Alinta Grund - Teacher
Sue Morton - ECW
Leah Thiele – ECW
Natalie Thompson – ECW
Melissa Beezley – ECW
Davina Mickan - ECW
Nicole Kahl – ECW
Mela Hoffman – ECW
Tracey Hill – Family Services Coordinator
Lauren Jew – Community Development Coordinator
Tara Allen – Speech Pathologist
Huong Nguyen – Occupational Therapist
Lisa Poolman – Finance Officer



Times:

The Kindy day begins at 8:30
If you arrive early at Kindy please read a story together in our Piazza or have a play on one of the school playgrounds while staff organise the space and set up for the day.
A staff member will open the Kindy door at 8.30. Please sign your child in and let them do their jobs.
Lunch is at 11:30, children will eat with their learning group and teacher. For safety, children will sit down while eating.
Children can use the school canteen for lunch orders.
Kindy finishes at 3:15. Children will be dismissed by a staff member from the "meeting place" room. Please line up and chat to others as you wait. It is a great chance to get to know other families. Please be patient, it can take a while!

Vision and Values

We work collaboratively with the school to create a strong sense of community. We share the vision of **"creating a learning community, where we work together, to be the best we can be"**

Our centre values:



WELCOME!

We are so pleased you chose our centre. We look forward to working with you.

HOT WEATHER POLICY

Centre staff act to protect children from exposure to excessive temperatures and Ultraviolet radiation from the sun. The Centre promotes recognised Sun Smart practices to children, staff, families and visitors. Everyone is encouraged to model and support SunSafe and heat behaviours, including use of hats and sunscreen.

Children sweat less and get less evaporative cooling than adults. In warmer weather they have greater difficulty getting rid of heat.

Staff will monitor heat and conditions and will ensure that children are inside when the outside temperature is 36 degrees or above.

On Hot Days

- ✿ Staff will touch test outdoor equipment for risk of burn injuries.
- ✿ Staff will ensure the SunSafe policy is implemented and encourage children to drink plenty of water. Drinking water is accessible to children at all times.
- ✿ Centre air-conditioning will be used.
- ✿ Lunches will be kept inside.
- ✿ Parents will be encouraged to pack food in insulated containers with a freezer brick.

If the centre has extenuating circumstances such as no air-conditioning due to power or mechanical breakdown the centre will contact families if the indoor temperature reaches 36 to give them the option to pick up their child early.

National Quality Standards 3.1

DROP OFF AND PICK UP POLICY

- ❖ Only adults listed on the child's enrolment form with authority to collect will be allowed to pick up a child. Verbal or written permission from the child's parent or guardian must be given to staff for an adult not listed in the enrolment form to pick up a child. Staff must request to see photo id if the person given permission to collect is unfamiliar to them.
- ❖ All children must be signed in and out for each session.
- ❖ A staff member will open the door to greet families at 8:30am when our kindy day begins.
- ❖ Staff will say goodbye to children from the meeting place door at pick up time.
- ❖ Children can be collected earlier if needed, parents can write a message to staff in the diary or let a staff member know.
- ❖ Children need to be collected by the end of the kindy day which is 3:15pm.
- ❖ Families need to ensure that children don't press the green exit button when leaving the centre and that only children in your care leave the building with you.



Aldinga Beach Children's Centre

for Early Childhood
Development and Parenting

Created: _____ 20/3/14 _____

Review:
_____ 9/8/2018 _____

Signed: _____



Government
of South Australia

GUIDING CHILDREN'S BEHAVIOUR POLICY

Our Centre will use restorative practices that promote, safety, co-operation and respect to maximize learning opportunities for all. Everyone has the right to feel physically and emotionally safe. We believe everyone has the right to feel safe all the time. We know that all children are competent and capable learners.

We guide children using evidence based practices including Circle of Security, Marte Meo, Restorative Practices, Trauma Informed Practices and mindfulness.

In our Centre we promote

- ❖ Respect and care for others
- ❖ Sharing and taking turns
- ❖ Cooperation and team work
- ❖ Being friendly and a good friend
- ❖ Talking and listening
- ❖ Care for the environment and resources
- ❖ Communicating needs and expressing emotions

Behaviours which require our guidance, support and strategies includes

- ❖ Dangerous actions which hurt others or damage property
- ❖ Hitting, kicking, pinching, spitting or biting
- ❖ Name calling, swearing, bullying, or exclusion

Staff will

- ❖ Be mindfully aware of where the children are and what they are doing
- ❖ Be positive, restorative and consistent
- ❖ Develop with the children rules and expectations of behavior

A range of strategies will be used and promoted to support and guide children

- ❖ Re direction of the play or the child
- ❖ Use of clear, positive language
- ❖ Provision of clear boundaries and expectations
- ❖ Choices
- ❖ At no time will physical punishment be used
- ❖ Being with to support de-escalating

Some children may sometimes need a quiet space

Problem solving, negotiation and self help skills will be part of the daily program.

Staff will work with the family and the child to develop a learning plan. Advice and support from other agencies or professionals may be sought.

Remember

We have parenting groups, programs and counselors who can support families –
We encourage everyone to be involved.

The Department for Education and Child Development (DECD) has a parent helpline 1800 222 696 and a helpful website

National Quality Standards 5.2.2