

Aldinga Community Kindergarten

Parent Information Booklet



Partnerships in Learning

We acknowledge and pay our respects to the Kaurna people as the traditional custodians whose ancestral land we gather on.

Communication / Bullying / Behaviour Management Policy

At Aldinga Community Kindergarten we like to work closely with families to provide a high quality learning environment. Each child will be allocated Focus Educators to ensure education, development and care is given at all times. If ever you need to talk about your child's learning you can make an appointment by phoning the Kindergarten. If ever you have a concern please contact us so we can resolve, discuss or be informed of your concern.

We encourage children to tell trusted adults if something is worrying them. If they ever disclose something to you please inform us so we can work together to support your child. Unfortunately, at times children may hurt or upset another child. We do not condone this behaviour, but prefer to teach children to be a good friend and interact in a safe manner. We do discuss bullying and encourage children to be "hero's" by seeking help for others when needed.

We have a Behaviour Management Policy which has been made available to you in your information pack. If you ever have any questions in regards to behaviour, please see a staff member.

Smoke Free Zone

Smoking is prohibited in the Kindergarten building and also in all of our outdoor areas.

Animals in the Kindergarten

Please do not bring animals into the Kindergarten grounds unless prior arrangements have been made e.g. educational purposes only.

Any animals brought to the Kindergarten must be secured away from the fence e.g. if you walk your dog when collecting your child.

Child and Youth Health Screening

Before your child starts school, C&Y Health are available to do a 4-5 year old health assessment of your child at Kindergarten. These are held once a term and appointments are able to be booked through the Kindergarten. We will share information with families when these are happening.

Our Vision

Children learn to play and play to learn

Our vision is to provide a high quality, educational, play based environment. In partnership with families and the community we will support the learning and wellbeing of all children within an engaging and safe environment.

We believe that Aldinga Community Kindergarten should reflect the context of our local community and our philosophy statement.

Our Values

Aldinga Community Kindergarten values relationships that promote:

Wellbeing
Learning
Equity
Curiosity
Empathy
Independence

Local Public Schools are

Aldinga Payinthe College 82263305
Aldinga Primary School 8556 5060
Myponga Primary School 85586267
McLaren Vale Primary School 8323 8741
Willunga Primary School 8556 2234



Aldinga Community Kindergarten works in partnership with the nearby public schools and Kindergartens. We are dedicated to making quality improvements to support our learners and community.

Welcome to Aldinga Community Kindergarten

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Aldinga Beach 5173
PO Box 1013
Aldinga 5173

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STAFF

Director

Janine Ryan

Teachers

Sarah Hardy
Sonia Robertson

Early Childhood Workers

Including Support Staff

Janet Harding
Katie Nash
Sue Zadey



Sustainability Practices

We encourage children to be aware of and take care of their environment. Our Kindergarten has solar panels, a vegetable garden and an orchard. We encourage children and staff to recycle where ever they can. At lunch time children are encouraged to sort waste from their lunch into recyclable and non recyclable containers. Food and fruit scraps are collected and recycled every day. These are either made available for families to take home and use as compost material and chook food or recycled into our green bin. The children will learn a lot about environmental practices as part of our curriculum.

Junk Materials

The items below are always in demand by the children for making. Please save them for us.

- Cardboard boxes
- Bottle tops
- Buttons
- Wool scraps
- Wood off cuts—soft wood is best.
- Material scraps
- Ribbons and lace
- Greeting cards, please cut off the backs
- Rolls, not toilet rolls
- Gift wrap

Parent/Family Participation

We would love you to be involved. Ways that you can be involved are through volunteering, helping to fix things or sharing an interest or talent. We also love it when parents can help when we have excursions and special events

Thank you for taking the time to read this booklet. If you have any further questions please see a staff member.

Aldinga Community Kindergarten offers 15 hours of Kindergarten a week for each child. This comprises of 5 full days a fortnight. Half day sessions can be negotiated with the Director.
Parents may choose less, but the full 15 hours is encouraged.

Kindergarten Session Times

Monday to Thursday full day	9.00am - 3.00pm
Morning session	9.00am - 12.00pm

Before Kindy Care is a service that the Kindergarten provides for up to 10 children a day from the hours of 8.30am - 9am. Children must be booked in and there is a small cost of \$2.50 to use this service. Payment is required on the day of attendance.

Fees

Fees are important in assisting the Kindergarten to purchase consumables e.g. tissues, paint, pay bills, make improvements, buy resources for learning and sometimes for special events.

Fees are \$110 a Term or \$440 a year.

An invoice will be placed in your child's communication pocket each term. Families that are under financial strain can request payment options that allow them to pay their fees without financial hardship. Please speak to the Director to arrange this.

Early Intervention Programmes

Our staff team are experienced in working with children with additional needs.

We offer interventions to support children's individual needs

Examples are:

- ⇒ Gross motor activities: Big movement activities such as climbing, jumping, catching and throwing etc.
- ⇒ Fine motor and pre-writing skills such as threading, cutting with scissors and drawing etc.
- ⇒ Social skills: getting along with and playing co-operatively with other children.
- ⇒ Being able to complete an activity (persistence)
- ⇒ Organisation skills: what do I need to do to complete the activity?
- ⇒ Listening skills and following instructions
- ⇒ Sensory processing: being able to use all of their senses to help them learn and develop.

If we are concerned about any aspect of your child's development we will discuss this with you.

Speech and Language Programme

Our speech and language programme is designed to support children in their development in the following areas:

- ⇒ Speech sounds (articulation)
- ⇒ Understanding the language they hear
- ⇒ Using language to express themselves
- ⇒ Early literacy skills (eg. Rhyming, syllables and listening skills)

Children are identified by staff and/or parents and they are then assessed by a Department For Education Speech and Language Pathologist. Parents are consulted if this is the case.

Curriculum

We use the Early Learning Framework (EYLF) Belonging, Being and Becoming to plan a rich learning environment with lots of play-based experiences that are appropriate for children's development. Children take part in a small focus group everyday. Staff also use other Frameworks such as Respect Reflect Relate and the Literacy and Numeracy indicators to assess children learning.

More information in regards to curriculum will come home during the Kindergarten year. Our programme for learning is always displayed for parents/guardians so they can be informed of children's learning.

Child Protection Curriculum (mandatory)

Children are taught from an early age that they have a right to feel safe. They are encouraged to tell someone if they don't feel safe and are assisted with identifying people they can talk to when they have problems. Parents will receive additional information about the Child Protection Curriculum during the year.

Portfolios

At the start of the year each child will be allocated a Portfolio in which staff will record achievements and collect samples of children's work. These portfolio will be given to families at the end of the year but you are always welcome to look at your child's Portfolio at any time.



Governing Council

We need representatives to care, support and be involved in the Governing Council for our Kindergarten to continue to grow and develop with the community it serves. Meetings are usually held during the day on a monthly basis. Fundraising, financial decisions, curriculum, policy development and special events are some examples of agenda items discussed at Governing Council meetings.

We encourage families be part of our Governing Council, it is a great way to meet other parents and find out more about the Kindergarten.

To sign on just come to our AGM or talk to the Director.

Message Pockets

Each child has a message pocket with their name on it. These are located on the right as you enter through the double doors from the verandah. Please check your pocket daily for newsletters and any other information about what is happening at Kindergarten.

A notice board under the verandah also keeps families informed. We also encourage families to join us on Facebook.

Messaging the Kindergarten

If your child will be absent or someone else is to collect your child at the end of the day or you want to share information with us, you can either phone us, text the Kindergarten mobile or talk to a staff member.

We encourage families to be punctual especially when collecting children at the end of the day as they can become distressed if they are the only one left at Kindergarten. If you are going to be late collecting your child, please telephone and let staff know. Good attendance helps your child to make friendships and makes the most of the learning opportunities at Kindergarten.

If your child is absent, please notify us via text 0429 391 155 or by calling 8556 5483

PLEASE DO NOT send your child to Kindergarten if they are sick.

What your child needs to bring to Kindergarten every day.

- ⇒ A clearly named bag to hold their belongings,
- ⇒ A piece of fruit to eat during each session. A full day is 2 sessions so please supply 2 pieces of fruit on these days.

- ⇒ A named hat compulsory **all year round** but especially in Term 1 and 4.

In Term 2 and 3 hats are required when the UV level is above 3.

- ⇒ A named drink bottle.

- ⇒ For a full day, your child will need lunch, 2 pieces of fruit and a named drink bottle.



Clothing

Please send a change of clothing everyday including underwear and socks. Please dress your child in comfortable play clothes, suitable for painting, climbing etc. **Thongs** are not considered appropriate for Kindergarten, sneakers and sandals are much better options. As we encourage independent toileting please provide clothing which is easy for your child to undo. Please name all of your child's clothing.

Wet weather play

If it is not too windy but raining we do allow children to participate in wet weather play if they have suitable clothing to do so.
e.g. raincoat, wet weather pants and gum boots.

Lost Property

Can be found in baskets kept on the cupboard on the right of the double entry doors as you enter the inside area from the verandah. Unclaimed items are given to charity each term.

First Aid

All accidents will be treated by staff and documented. Families will be immediately notified of head injuries and serious incidents/injuries. Information regarding minor injuries will be provided to families at the end of the day either in person or via text message.

Medication

If your child requires medication to be given at Kindergarten we ask that the medication is supplied in it's original container. That it is clearly marked with your child's name and that the required dosage is recorded as well as the use by date. You will be required to sign a authority to administer medication form. Children with allergies and other long term health problems including Asthma will need to have a Health Care Plan completed and this will be kept at the Kindergarten for our reference.

Sickness

If your child is showing signs of being unwell it is important to keep them home. Children who have diarrhoea or are vomiting must be kept home a minimum of 24 hours after the last episode.

Please notify staff immediately if your child contracts an infectious disease. This will allow us to inform our community.

Children who have live head lice are unable to attend until they have been treated.

Should any child become unwell at Kindergarten, parents or emergency contacts nominated will be contacted to collect them.

Take Home Packs

Take home packs are available for borrowing. Parents are encouraged to ask staff about these and how they can assist their child to develop Literacy and Numeracy skills.

National Quality Standard rating

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



Overall Rating: Exceeding NQS

Quality Area Ratings

- 1 Educational program and practice:** Exceeding NQS
- 2 Children's health and safety:** Exceeding NQS
- 3 Physical environment:** Exceeding NQS
- 4 Staffing arrangements:** Exceeding NQS
- 5 Relationships with children:** Exceeding NQS
- 6 Partnerships with families and communities:** Exceeding NQS
- 7 Leadership and service management:** Exceeding NQS

Rating for: Aldinga Community Kindergarten

Rating issued: May 2017

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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-southaustralia/?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.