



**Melaleuca Park**  
**Kindergarten**  
*For Early Childhood Development.*

---



# General Information

**65 Boandik Terrace  
MOUNT GAMBIER SA 5290**

**Tel: (08) 8723 5513**

**Fax: (08) 8723 9815**

**[sharon.devlin448@schools.sa.edu.au](mailto:sharon.devlin448@schools.sa.edu.au)**

# Welcome to Melaleuca Park Kindergarten!

## Curriculum:

Our curriculum is planned using the “Belonging, Being and Becoming” Early Years Learning Framework for Australia. This is a national document encompassing Birth to Age 5 and school transition for Early Childhood Educators.

**Five Learning Outcomes:** are designed to capture the integrated and complex learning and development of all children across the birth to five, age range.

- **Outcome 1:** Children Have a Strong Sense of Identity.
- **Outcome 2:** Children Are Connected With and Contribute To Their Worlds.
- **Outcome 3:** Children Have a Strong Sense of Wellbeing.
- **Outcome 4:** Children Are Confident and Involved Learners.
- **Outcome 5:** Children are Effective Communicators.

The most powerful way young children learn is through play. Play is active and interactive and within it children develop relationships, experiment, create, practice, problem solve, escape, role-play and learn together in their exploration of new and unfamiliar things around them.

- We ensure that each child has the opportunity to learn through play.
- We ensure that each child is helped to develop in all areas including social, emotional, physical, intellectual and creative growth and that their individual needs are met.
- We develop a positive and co-operative relationship with parents.
- We enlist parents as partners with staff in the provision and implementation of the Kindergarten’s core business.
- We maintain ongoing observations, records and evaluations on each child’s development.
- We model positive language, tolerance and empathy in our interactions with children, parents and each other.
- We value each individual family.
- We liaise with the community.
- We monitor and review our service to guarantee continuous improvement.

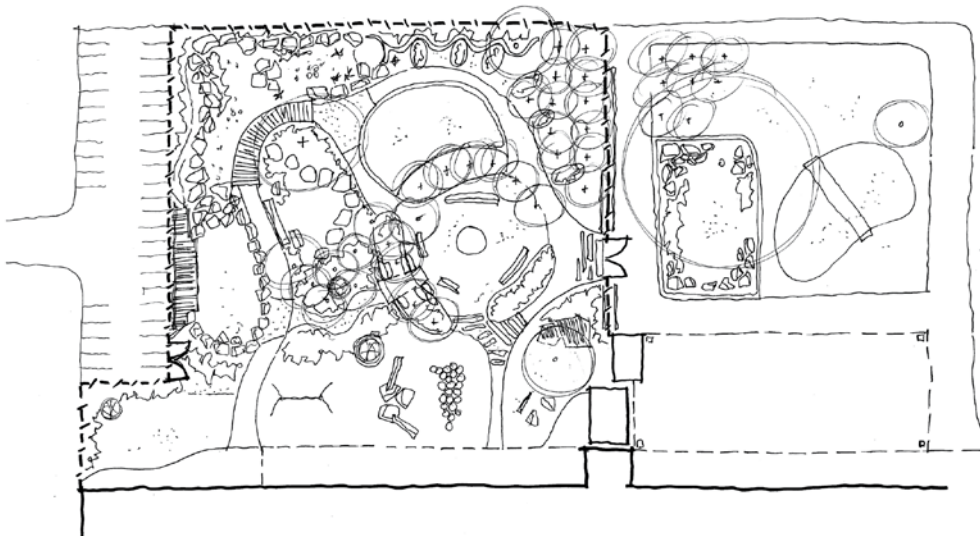
# History of Melaleuca Park Kindergarten

Melaleuca Park Kindergarten has been developed as part of a million dollar upgrade to Melaleuca Park Primary School. The Lake Terrace Kindergarten and the Melaleuca Park Child Parent Centre amalgamated and relocated to the new Kindergarten site and opened its doors at the beginning of Term 1 2003.

## Awards for Excellence

In early 2014, it was announced that 20 preschools would benefit from redeveloped outdoor learning areas. The initiative is responding to recommendations from Thinker in Residence Carla Rinaldi who challenges all South Australians to provide a wider range of play possibilities for children and the recent establishment of Nature Play SA focusing on increasing outdoor play for South Australian children as well as encouraging families and children to prioritise outdoor play. We were one of the first 5 Preschools to have our outdoor learning area redeveloped. We are concept leaders and support other preschool educators across the State to actively engage children, families and the local community in connecting with nature.

At Melaleuca Park Kindergarten we believe that “The outdoor environment is however far more than a place to move. All aspects of an early year’s curriculum are explored outdoors. Outdoor play contains many valuable opportunities for learning development that are unique to it, such as the interaction with nature, multi-sensory learning that evolves and changes over time, a sense of freedom, and of course the fresh air.”



## Programming

Staff plan and implement programs for the children in their care. When planning the program staff consider individual goals, group goals, children’s interests, community events and family participation. Staff refer to the Early Years Learning Framework (EYLF) to support the development of high quality programs. The programme incorporates a balance of individual and group times, inside and outside experiences, quiet and noisy activities. Routine times such as fruit/lunch are also used as learning experiences.

## **My Learning Journey and Profile Book**

Each child has a portfolio of “Learning Stories” which describes children’s involvement and learning during their time with us. When children are ready to leave Melaleuca Park Kindergarten staff will collate the stories so that children can take the portfolios with them. Parents and other family members are encouraged to contribute stories.

Children are welcome to share their stories with family members and friends. Staff uses the stories to plan a program for your child.

## **Excursions**

Excursions facilitate children’s understanding of their world and provide opportunities to learn which cannot always be provided in the centre.

Authorisation to include your child in short, local walks under staff supervision is included in the enrolment form. Any excursion further from the centre or involving transport will be planned well in advance, and a separate consent form issued.

Appropriate safety requirements for excursions are worked out by staff, depending on the type of activity and the age of the children.

Qualified staff will be present at all times.

## **Nutrition**

Each child is asked to provide a piece of fresh fruit to be eaten at fruit time, those children who stay all day will need to bring two pieces of fruit.

Any special dietary restrictions and/or allergies should be notified to the Director in writing.

Mealtimes are regarded as pleasant, social experiences for all to enjoy. Good eating habits are encouraged, but not forced. Food will be used as a learning experience, and at all times the children will take part in activities involving food preparation.

Food will be used to introduce children to other cultures, and parent participation is welcomed.

Birthdays are special occasions which the children enjoy celebrating. If you wish you may bring a tub of plain vanilla ice-cream for the children to share. Please check the label to ensure it does not contain nuts or traces of nuts.

No Nuts, raw vegetable chunks are to be given as per the guidelines set by the Women’s and Children’s Hospital.

## **Relationships with Children**

This Children's Centre is strongly committed to providing a positive environment for young children. Discipline will focus on the positive rather than the negatives. As part of the Centre's programs children will be encouraged to play with sand, water, dough, clay and other potentially messy materials. Children are also encouraged to practice independent self-help skills such as eating drinking and washing hands. We suggest that you dress your child in clothes that children can manage themselves and won't matter if they get dirty. We cannot guarantee that stains will not happen. The Centre will supply the children with a named hat for a small cost upon enrolment. This hat will remain at the Centre and will be looked after by the staff. The staff at all times will attempt to ensure that the children keep their hats on in line with our Sun Smart policy.

## **Staff**

The DECD Preschool is staffed by teachers and early childhood workers.

There will be several staff working at any one time, these staff members will consist of full-time, part-time and casual workers. Each session will have at least two fully qualified workers.

Qualified staff are required to hold a Senior First Aid Certificate; however all staff are encouraged to have first aid training including asthma and anaphylaxis. Please note that all staff are Mandated Notifiers and as such are required by law to notify Families SA if they suspect on reasonable grounds that a child has been or is being abused or neglected by either a family member or another member of staff. (Please refer to the Child, Staff Protection Policy if you require any further information).

From time to time, the Centre may have volunteers or students in the Centre, learning about preschool. They are under supervision and are given duties suitable for their development. Care is taken not to disrupt the children, indeed they often benefit from having extra people around.

## **Parent Involvement**

Families are welcome to visit the Centre at any time.

The Centre is managed by a committee (Governing Council) of parents, staff and school representatives. Less formal involvement with the Centre is also welcome. For example, if you would like to read a book to the children, share a musical instrument or do some cooking we would be delighted. All offers of help are always appreciated.

The Governing Council is keen to encourage all parents to attend the Annual General Meeting, and aimed to keep families informed through information and open days throughout the year.

Your input into this Committee is encouraged. All parents are welcome to attend Governing Council meetings or to participate in the sub committees and in this way to contribute to their child's experience in the Centre.

## **Communicating with Parents**

The notice board in the foyer will be used for general information.

Other information, including fee invoices and newsletters, will be placed in the individual children's pockets.

Parents are encouraged to discuss any issues with the staff or Director. Your comments and thoughts about your child's interests and strengths are an important part of the program and staff look forward to sharing the planning of a quality program for your child.

Sometimes arrival and departure times are stressful and busy for you and the staff. If you have a particular issue, concern or query about your child you may prefer to ring us later in the day, or arrange a confidential chat with the Director.

Throughout your child's preschool time, meetings can be arranged with the educators or Director to discuss any matters which are of importance to you and your child. Please communicate your ideas and knowledge about your child's development and interests, so that we can form a positive partnership which will build a strong foundation for future learning.

## **Transition to School**

Children attending Melaleuca Park Primary School attend transition programs and have visits at the school. This is organised during session times towards the end of the year. A staff member visits with the children, to ensure they are feeling comfortable and secure. The school will contact you about arrangements, as you will be required in some instances to collect your child from the school.

Throughout your child's time at Melaleuca Park Kindergarten, visits to the school and from the school are very much a part of the curriculum. For children attending other schools, the school of your choice will make contact with you as required.

# **Welcome to Melaleuca Park Kindergarten**