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Home



Find out more about our goals and our focus in our philosophy statement (PDF 30KB)
(https://www.preschools.sa.gov.au/sites/g/files/net4016/f/norrie_stuart_philosophy.pdf).

Volunteering

If you'd like to volunteer with us, 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>) and have a chat to us about how you can get involved.

We invite you to join the governing council, which meets twice a term to make sure the preschool runs smoothly. Read through what a governing council does

(<https://www.decd.sa.gov.au/sites-and-facilities/governing-councils/understanding-governing-councils/what-governing-council-does>) and speak to us to register your interest.

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.

Contact us

Preschool director: Mrs Tracey French

Phone: (08) 8645 4552

Fax: (08) 8645 7720

Email: dl.6645.leaders@schools.sa.edu.au

Street address: 4 Dowd Street Whyalla Norrie SA 5608

Postal address: 4 Dowd Street Whyalla Norrie SA 5608

What we offer

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 program

Times

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

Morning session

Monday	Tuesday	Wednesday	Thursday	Friday
9.00am to 12 noon	–	9.00am to 12 noon	9.00am to 12 noon	–

Full day session

Monday	Tuesday	Wednesday	Thursday	Friday
–	9.00am to 3.00pm	–	–	–

Fees

The parent contribution is \$50 per term. See our enrolment and fees page (<https://www.preschools.sa.gov.au/norrie-stuart-childhood-servs-ctr/getting-started/enrolment-and-fees>) for more information.

What to bring

Children need to bring these items each day:

- bag
- hat (wide-brimmed, legionnaire or bucket-style)
- change of clothes
- a piece of fruit or vegetable to share, two pieces on Tuesdays for the full day
- packed healthy lunch on Tuesdays.
- drink bottle with water ONLY please

You can buy hats, polo shirts and long-sleeve jackets with kindergarten logos from us. Please make sure your child is wearing suitable footwear so they're safe when climbing and running.

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.

Additional information

Your child will be given a locker to keep their belongings in during session times. The locker needs to be emptied at the end of each session. Please check the lost property box often.

Please put an ice brick in your child's lunch box during warm weather because lunches can't be kept in a fridge.

Staff will happily refill children's drink bottle as needed.

Birthdays

We celebrate birthdays by blowing out candles on our pretend cake and singing 'Happy Birthday'. Due to our healthy food policy and children with allergies, please do not bring cakes or sweets.

Library

Each Tuesday children can borrow 2 library books for a week. Place your child's library bag in the box outside near the back door. We have library bags if your child doesn't have one.

Cooking

Once a fortnight we run a cooking program where children can help prepare a healthy meal or snack. We encourage parents to get involved and share a recipe.

Show and tell

Each Wednesday children can bring an item from home to show and talk about it. Place the item in the coloured box with your child's name on it. The boxes are near the hat pockets. Each week has a theme but sometimes we have a free choice show and tell.

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 over 3 years old

Monday	Tuesday	Wednesday	Thursday	Friday
–	–	9.15am to 12 noon	9.15am to 12 noon or 12.30pm 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 (wide-brimmed, legionnaire or bucket style)
- change of clothes
- nappies if required
- a piece of fruit or vegetable to share.
- a drink bottle with water ONLY please

Early care

We offer 15 minutes of early care for working families or emergencies. This must be negotiated with a staff member in advance.

Times

8.45am to 9.00am

Cost

This program costs \$1.

Additional information

The early care book must be filled out each time your child attends.

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.

Enrolment and fees

When your child can start preschool

Your child is entitled to access 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 1 term earlier, in term 4 the year before starting their preschool year, 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 6 hours per week, 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 form (<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/norrie-stuart-childhood-servs-ctr#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 during term 3 to organise an enrolment meeting.

Before your child starts preschool they will be invited to a transition visit late in term 4 (<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>). This will provide a chance for your child to meet the staff and other children

Fees

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

The parent contribution is \$200 per year. You can choose to pay the total amount at the beginning of the year or to pay instalments of \$50 each term.

Special events, excursions and other programs

(<https://www.preschools.sa.gov.au/norrie-stuart-childhood-servs-ctr/getting-started/what-we-offer#norriestuartprogram>) we offer have additional costs.

When to pay

We will invoice you by week 4 of each term

(<https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates>) via your child's communication pocket. Statements will be issued via communication pockets during week 8 of each term.

Payments are due by the end of each term.

Please contact us if you are having difficulty paying.

How to pay

Cash

You can pay cash at the kindy. Please put the correct payment in a sealed envelope with your child's name and the amount on the front. Put the envelope in the white payments box on the wall above the kitchen counter.

EFT information

You can pay by direct deposit.

BSB: 105054

Account number: 058751440

Please put your child's name in the notes as the reference.

Immunisations

When you enrol your child you will be asked to provide evidence of their immunisation status

(<https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/early-childhood-services-immunisation-requirements>).

Reports and plans

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: | Meeting NQS |
| 3 | Physical environment: | Exceeding NQS |
| 4 | Staffing arrangements: | Meeting NQS |
| 5 | Relationships with children: | Exceeding NQS |
| 6 | Partnerships with families and communities: | Exceeding NQS |
| 7 | Leadership and service management: | Exceeding NQS |

Rating for: Norrie Stuart Children's Services Centre

Rating issued: April 2014

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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 649KB)

(https://www.preschools.sa.gov.au/sites/g/files/net4016/f/norrie_stuart_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/6645_AnnualReport.pdf)

Parenting 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.



Norrie Stuart Childhood Services Centre Policy

National Quality Standard
2

Regulation
168 (2) (a) (ii)

Related Key Regulations: 100, 113, 114,

Sun Protection

Updated July 2020

[Skin Protection Policy](#)

Rationale

A balance of ultraviolet (UV) radiation exposure is important for health.

Too much of the sun's UV radiation can cause sunburn, skin and eye damage and skin cancer.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles, and general health. Sensible sun protection when UV is 3 and above does not put people at risk of vitamin D deficiency.

Australia has one of the highest incidence of skin cancer in the world and skin damage is the result of cumulative exposure to the sun.

Sun exposure during childhood and adolescence is a major factor in determining future skin cancer risk.

This policy is in line with ACECQA regulations (NQS) and DECD policy.

Objectives

This policy has been developed to:

- encourage children and staff to use a combination of sun protection measures whenever UV Index levels are 3 and above
- work towards a safe outdoor environment that provides shade for children and staff at appropriate times
- assist children to be responsible for their own sun protection
- ensure families and new staff are informed of the Centre's Skin Protection policy.

Procedures

In line with the Department for Education and Cancer council SA guidelines we use a combination of sun protection measure for all outdoor activities during terms 1, 3 and 4 and whenever UV radiation levels reach 3 and above at other times. We use a combination of sun protection measures for all outdoor activities during terms one, three and four (1 August until 30 April) and whenever UV radiation levels reach 3 and above at other times.

Extra care is taken during the peak UV radiation times and outdoor activities are scheduled outside of these times where possible.

Staff are encouraged to access the daily sun protection times on the SunSmart app or at bom.gov.au/uv/index.shtml to assist with the implantation of this policy

1. Clothing

Quality area 2: Children's health and safety

When outside, children are required to wear loose fitting clothing that cover as much skin as possible. Clothing made from cool, closely woven fabric is recommended. Tops with collars and elbow length sleeves, and knee length or longer style shorts and skirts are best. If a child is wearing a singlet top or dress they wear a t-shirt/shirt over the top before going outdoors.

2. Sunscreen

Quality area 2: Children's health and safety

SPF 30 or higher, broad spectrum, water resistant sunscreen is available for staff and children's use.

Sunscreen is applied at least twenty minutes before going outdoors

Parents are asked to apply sunscreen to children before their arrival at Kindy

Children, once old enough, are encouraged to apply their own sunscreen under the supervision of staff.

3. Hats

Quality area 2: Children's health and safety

All children are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats. Baseball or peak caps are not considered a suitable alternative.

Sun safe hats are available for purchase at centre at a minimal cost and a spare hat may be provided from the centre.



Norrie Stuart Childhood Services Centre

Policy

4. Shade

Quality area 2: Children's health and safety

Quality area 3: Physical environment

- A shade audit is conducted regularly to determine the current availability and quality of shade.
- Management ensures there is a sufficient number of shelters and trees providing shade in the outdoor area.
- The availability of shade is considered when planning excursions and all other outdoor activities.
- Children are encouraged to use available areas of shade when outside.
- Children who do not have appropriate hats or outdoor clothing are asked to play in the shade or a suitable area protected from the sun.

5. Staff WHS and role modelling

Quality area 5: Relationships with children

As part of WHS UV risk controls and role modelling, when the UV radiation is 3 and above, staff:

- wear sun protective hats, clothing and sunglasses when outside.
- apply SPF 30 or higher broad spectrum, water resistant sunscreen.
- seek shade whenever possible.

6. Enrolment and information for families

Quality area 6: Collaborative partnerships with families and communities

When enrolling their child, families are:

- informed of the Centre's Skin Protection policy and asked to sign compliance and understanding of the policy
- asked to provide a suitable hat for their child or they are available for purchase at centre
- asked to provide their child with suitable outdoor clothing that is cool and covers as much skin as possible (i.e. covering the shoulders, chest, upper arms and legs).

- informed we will provide SPF 30 or higher broad spectrum, water resistant sunscreen for their child. Children requiring their own sunscreen will be asked to supply it, this will be labelled, stored safely and used only by the child.
- families and visitors are encouraged to use a combination of sun protection measures (sun protective clothing and hats, shade, sunglasses and sunscreen) when attending the centre.

7. Education

Quality area 1: Educational program and practice

Quality area 5: Relationships with children

Quality area 6: Collaborative partnerships with families and communities

- Sun protection is incorporated into the learning and development program.
- The Skin Protection policy is reinforced through staff and children's activities and displays.
- Staff and families are provided with information on sun protection through family newsletters, noticeboards and the centre's website.

8. Hot Weather

Children have access at all time to water and are offered water frequently. In the event of inadequate provision of cooling (aircon breakdown) when the temperature is above 36 degrees, families will be contacted to collect children early and the remaining children will be supervised with water cooling activities until time of collection

9. Policy review

Quality area 7: Governance and leadership

Management and staff monitor and review the effectiveness of the SunSmart policy and revise the policy when required (at least once every three years).

Date of next policy review

To be reviewed June 2023



Service statement of philosophy 2021

Revised in October 2020

At Norrie Stuart Childhood Services Centre we respect children as unique individuals and value their diverse backgrounds. We support the learning and the wellbeing of every child and use the Early Years Learning Framework- ***Belonging, Being and Becoming*** - to guide our curriculum decisions that will best support every child to engage fully and confidently in the program.

We recognise that children need to feel connected to others, valued and welcomed and have a sense of **belonging** in order to reach their potential. We aim to develop strong relationships in order to expand learning experiences.

It is our belief that children learn best through a play-based, child-centred curriculum, by **being** engaged in purposeful and explorative play involving the natural environment.

Our staff believe that preschool years are a vital time when children learn the skills to become lifelong learners.

As educators, we collaborate and support children to **become**, that is, develop increasing independence, embrace new learning, develop literacy and numeracy skills, recognise their own strengths and develop the confidence to move on to the next step in their education.

Our priority is to build strong connections between home, kindergarten and community, as essential to understanding and building on the child's strengths, interests, previous learning experiences and needs. This enables us to develop a relevant and worthwhile learning program.

PARENT INVOLVEMENT

All our sessions are open to you so feel free to stay or come back early as time allows. If you so wish to stay regularly for a session, please let us know, we would love to have you. We appreciate your support, no matter how small.

Here are some ways you can provide input:

- Help give out children's library books.
- Do some cooking with the children.
- Read stories to children.
- Join in with children's activities, e.g. play dough, puzzles and games.
- Talk to children or sit and listen to them.
- Help prepare materials for pasting, painting etc.
- Share your hobbies with the children, e.g. craft, cooking, dance.
- Music, cultural knowledge, gardening. etc.
- Provide supervision on excursions.
- Help with tidying or washing dishes at the end of sessions.

MEDICATION

If a child requires medication or creams/lotions a Medical Authority Form must be completed by the child's doctor and returned. All medicines and creams must be in their original container with the Pharmaceutical instruction attached.

Staff will check the name of the medication, dosage and the date to match the information provided on the Medical Authority form from the doctor.

HEALTH

Please do not send your child to kindy if they are feeling unwell. The best place is for them at home where they can receive the care that they need. Also it is not reasonable to expose other children or staff to unnecessary germs. If your child becomes ill at Kindy we will contact you. Here are some regular sicknesses your child may encounter:

Diarrhoea/Vomiting: Please keep children who have had these ailments during the night at home as they are very infectious. Your child may still want to come to kindergarten, but they will also be low in energy and stamina. A day at home free from symptoms ensures the disease is passed. If symptoms persist, see a doctor as there are many strands of infection and dehydration needs to be avoided. If there is cramping, foul smelling faeces, fatigue or nausea over extended time, these could be symptoms of Giardiasis or such - notifiable diseases often resulting from contaminated drinking water or contact with infected faeces. Once diarrhoea has ceased the child may return.

Chicken Pox/Shingles: A viral illness with symptoms including fever, runny nose, cough, fatigue and a general rash. Each small sore begins as a bump which becomes blister-like for three or four days, then leaves a scab. Several crops of these blisters will come out over a period of days and tend to be more noticeable on the trunk. Avoid aspirin - calamine lotion may relieve the itch. Children must stay at home until all moist sores have recovered and they feel well.

Conjunctivitis: An irritation or infection of the eye which may present a discharge causing the eyelids to stick together in the morning, or a scratchy feeling in one or both eyes and redness in the whites of the eyes. The child should be seen by a doctor for proper diagnosis and treatment, and not attend the centre during the acute stage of infection, (usually for 3 days after beginning treatment).

Common Cold/Influenza: Symptoms include a runny-stuffy nose, sneezing, coughing and sore throat. Colds have little or no fever and hence exclusion is not necessary providing hygienic handling of tissues and covering of mouth is practised. Flu is more acute, having fever and headache symptoms, and thick green nasal discharge or severe cough indicates infection. The child should stay at home until they look and feel well - medicines help relieve symptoms, but avoid aspirin. Bronchitis is more complex and should only be diagnosed and treated by a doctor to avoid misdiagnosis such as asthma or croup.

Fleas/Head Lice: Fleas can irritate the skin and transmit tapeworm and if bites are evident, control measures for animal fleas should be undertaken. Head Lice are different and generally cause itching of the scalp, usually behind the ears and above the neck. They are contagious as long as the eggs (nits) or lice are alive. Proper treatment is required, following directions on medications available from chemists. Personal contact items need particular laundering and close members of the family should be regularly inspected for signs of infestation for at least seven days. Children must stay at home until treatment has been given.

Measles: This is a serious viral disease causing concern because it is highly infectious and causes serious complications. A child with measles usually feels quite ill. Symptoms begin with fever, tiredness, cough, runny nose and inflamed eyes. There may be small white spots on a red base present inside the mouth, on the cheek. Between the third and seventh day, a rash begins at the hair line and spreads over the entire body. The rash is usually gone after six days, the cough often the last symptom to disappear. Children should be kept away from others for at least four days after the onset of the rash.

GOVERNING COUNCIL

The Governing Council is a committee of interested parents which are elected at the beginning of each year at the AGM.

The Governing Council is responsible for the local management of the centre, which includes:

- Promoting interest in the centre throughout the local community and becoming involved in the program and activities of the centre;
- Managing the fundraising and finances of the centre;
- Offering input into centre policies and programmes;
- Ensuring buildings, equipment and grounds are kept in a safe, secure and hygienic condition.

Meetings are usually held twice a term and all parents are welcomed and encouraged to attend to support the ongoing wellbeing of our centre and its services - kindergarten and occasional care. Please speak to a staff member if you are interested in joining the Governing Council. A poster is displayed near the entry door of our current Governing Council

General Information

We welcome you and your child to our kindergarten. We have included some basic information here, which it is important for you to become familiar with as you settle in. We hope we can work together to provide a happy and worthwhile experience. Without the co-operation and support of parents/caregivers and friends we would not be able to provide such a service to children, families and the community. Please don't hesitate to ask staff if you have any queries.

STAFF (as of 2021)

DIRECTOR:	Tracey French
TEACHER:	Amy Boundy
EARLY CHILDHOOD WORKER2:	Deb Travis
SUPPORT AND ECWs	Nora Lawrence & Nick Derrick
OCCASIONAL CARE WORKER:	Michelle Martin

LAUNDRY ROSTER

Parents are asked to take home the washing that consists of - the art smocks, dress ups, kitchen tea towels and hand towels - approximately once during the year. The roster is displayed on the notice board by the entrance door.

EMERGENCY ACTION PRACTICES

At least once a term we practice what to do if there was an emergency at Kindy. Our emergency evacuation and invacuation plans are displayed around our site.

AVAILABLE TO PURCHASE

Sun safe short sleeve polo shirts with logo - \$25.00

Long sleeve jackets with logo - \$25.00

Legionnaires hat with logo - \$5.00

WEEKLY PLANNER

Monday	Tuesday	Wednesday	Thursday	Friday
Small group story reading	Literacy & Numeracy small group activity Kindy library borrowing PM: Cooking program (parents welcome to assist) School library visit Jolly Phonics	Occasional care AM Small group Show and Tell	Occasional care AM Large group mat activity Occasional care PM 12.30pm – 3.15pm	No Kindy



Norrie Stuart Childhood Services Centre Policy

National Quality Standard

2.2

Regulation

168 (2) (a) (i)

Food and Nutrition Policy

Updated July 2020

Rationale

At Norrie Stuart Childhood Services Centre, we support the short and long-term health and wellbeing of children and we believe it is important they eat nutritious foods from birth. Nutritious foods are those that are low in sugar, fat and salt and have some nutritional value for the child, i.e. foods that have the necessary vitamins, minerals and nutrients that are essential for growth, development and good health.

Objective

This policy has been developed to:

1. Promote healthy food and drinks to children
2. Help children grow up with a sound knowledge of food and nutrition and be positive role models to the children
3. Promote safe eating practices

Procedures

Our strategies to achieve the above objectives are:

1. Promote healthy food and drinks to children by:
 - a. Provide information to parents regarding the Australian Dietary Guidelines for Children and healthy lunchbox ideas/ healthy snacks
 - b. Ensure that most cooking activities involve healthy foods. Unhealthy cooking activities must be limited to once per term.
 - c. Healthy food choices and non-food items should be considered for fundraisers. Limit fundraisers involving unhealthy foods to once per year.
 - d. Ensure that water is freely available to children at all times. We ask parents to supply children with labelled drink bottles that have water ONLY. We can supply cups and tap water also.
2. Help children grow up with a sound knowledge of food and nutrition and be positive role models to the children by:
 - a. Incorporating food awareness and healthy eating activities in our curriculum
 - b. Expose children to a variety of foods with different tastes, textures and smells.
 - c. Involving children in growing fruit and vegetables in the kindy garden
 - d. Encouraging children to participate in preparing and cooking food during our sessions.
 - e. Healthy eating is a focus in programming each year, including healthy cooking. Staff will share fruit time with the children to be positive role models.



Norrie Stuart Childhood Services Centre

Policy

3. Promote safe eating practices by:
- Hygiene practices will be reinforced with children (e.g. washing hands before eating)
 - Children must sit down when eating and be supervised by staff.
 - Norrie Stuart Childhood Services Centre is a nut-awareness centre, and take appropriate measures to ensure safety of children that have food allergies.
 - Parents are provided with information on safe food handling and storage; including Nude Food.
 - Discard any food that falls on the floor
 - Advise parents of current choking guidelines for children under four years of age – refer to link:
(http://www.cyh.com/HealthTopics/library/Preventing_Choking_Fact_sheet.pdf)

Shared Fruit/ Vegetable at snack time

We ask parents and carers to provide children with a piece of fruit or vegetable per session to eat at fruit time. Staff members support this policy strictly and do not allow children to eat inappropriate foods. This snack is limited to either fruit or vegetables for the following reasons:

- To provide children with important nutrients
- To encourage children to try healthy foods and promote healthy eating habits
- To encourage chewing to promote good oral motor development
- Children are usually quite happy to eat healthy food but will often pick unhealthy foods if given a choice. They may be more willing to eat these foods at Kindy than they are at home. Feedback will be provided to parents regarding their children's eating habits at Kindy if this is the case. A referral can be made to a Dietician at the Whyalla Hospital and Health Service if fussy eating is a continued problem.

Lunch Care

Parents and carers of children who are at the Kindergarten for lunch are encouraged to pack healthy lunches consisting of a variety of foods from the five food groups. A variety of foods from the five food groups will help children meet their nutrition requirements for the day.

Parents and carers will receive information brochures regarding appropriate and inappropriate lunch-box foods.



Norrie Stuart Childhood Services Centre

Policy

Information may include:

- > 'How to increase essential food groups in the lunch box'
- > OPAL 'Make it a fresh snack' brochure
http://www.whyalla.sa.gov.au/webdata/resources/files/SN13_Adult_DL_Brochure-Generic.pdf
- > 'Food for Health Dietary Guidelines for Children and Adolescents'
<http://www.nhmrc.gov.au/guidelines/publications/n29-n30-n31-n32-n33-n34>
- > 'Get up & Grow Lunch box ideas'
<http://www.health.gov.au/internet/main/publishing.nsf/Content/phd-gug-hw05>

Please note: this is a nut-awareness zone due to the fact that some children can have a life-threatening reaction to nuts/ nut products (including peanut butter, muesli/ nut bars and other snack items)- we ask that you do not pack items containing nuts for kindy.

Birthday Celebrations

To make birthday celebrations inclusive for everyone, parents are asked to not provide cake for their child's birthday. This reinforces the healthy eating policy and does not exclude children who have food allergies/ restrictions. Birthdays will still be celebrated at the centre. Celebrations include a special time during 'mat-time' in which the child is a focus, a pretend cake with candles for the child to blow out and a birthday song.

Food we recommend include:

Fresh Fruits
Cheese
Yogurt
plain popcorn
Pikelets
Lean meat
Chicken/tuna

Cold baked beans
Low sugar/Salt Muesli Bars
Cracker Biscuits
Fruit Muffins
Sandwiches with healthy fillings
Vegetables

Foods we DO NOT recommend include:

Nuts (including
Nutella)
Chips
Sweets
Cordial/ juice
Chocolate

Cakes and Sweet Biscuits
Peanut Butter
Fruit Roll ups
Soft Drink
Muesli Bars with nuts and/or chocolate

To be reviewed August 2023

ARRIVAL

Parents /carers who drop off children are asked to bring them into the kindy and not drop them at the gate.

If you arrive early please stay outside with your child until staff have opened the door.

The time from 8:45 am to 9.00am is used by staff to set up indoor and outdoor learning areas.

If you need to drop your child off early for any reason, please see a staff member.

Encourage your child to put away their own bags and then settle them at a learning activity (if possible) before leaving.

DEPARTURE

Children are farewelled from the mat or their small group. Please come inside the room, as staff must sight parents before allowing children to leave.

Please be punctual when collecting children, as they can become upset if they are the last child remaining.

Encourage children to collect their own bags, belongings and creative work for taking home.

If you need take your child early, please notify a staff member. If someone other than the parent is collecting the child, please let a staff member know and write details in book provided.

Please shut the gate when entering or leaving the kindergarten and watch that other children do not go through the gate as you do.

SAFETY

Please observe the parking restrictions that apply around the kindergarten. Please take care not to stop in the **NO PARKING ZONES**. It is also important that you use the back side gate entry, so staff can observe who is entering or leaving

CURRICULUM & OUR PROGRAM

Our Kindy program is based on the Early Years Learning Framework (EYLF). The EYLF focuses on the learning and development of children aged from birth to school entry (usually 5 years of age) and their transition from early childhood services to school.

The Framework has a strong emphasis on play-based learning as play is the best vehicle for young children's learning providing the most appropriate stimulus for brain development.

The Framework also recognises the importance of communication and language (including early literacy and numeracy) and social and emotional development. We program fortnightly and it is displayed in our Program book for families to view on the table outside near the entrance door. We also have information on EYLF displayed around the centre.

The curriculum is based on the following beliefs:

- Play and exploration is the most powerful way children learn.
- Parents have a unique knowledge and understanding of their child and are their first and foremost educators.
- Children have prior knowledge and abilities when starting kindergarten.
- The learning environment is stimulating, safe and enjoyable.
- There is respect for children's diverse range of knowledge, skills, values, attitudes and dispositions.
- Children develop at their own individual level and in different ways - emotionally, intellectually, morally, socially, physically and spiritually.
- Children learn when they are involved in initiating and negotiating their own.
- Learning, which is enhanced and supported by positive, challenging interactions.
- Children are encouraged to develop life skills, which foster a sense of resilience and optimism within themselves.

Children need lengths of uninterrupted time and space (space to be alone, with a friend or with a group of friends) to maximize learning opportunities.

REPORTING TO PARENTS

Reporting to parents is both oral and written. Parents are encouraged to discuss their child's interests, strengths, progress or any other concerns with the staff at any point of time throughout the year.

Each child has a portfolio folder while they are at kindy. They are formulated to show children's progress and learning experiences. These folders contain samples of children's work, photos, activities, term overviews etc. They are displayed in the main mat area and we encourage parents to look through these folders with their child. Parents are encouraged to provide feedback and see a staff member if you have any questions. At the end of your child's time at kindy they are given their portfolios and artwork folders showing their progress and a Statement of Learning.

COMMUNICATION POCKETS

Each child is allocated a communication pocket (hung on wall by the entrance door). Important items such as staff notices, invoices, newsletters and other communications are placed in the children's pockets regularly, so it is imperative that you check it each time you visit Kindergarten. We ask that you also advise other people of this who may deliver or collect your child from Kindergarten.

CHANGES

Please notify the kindergarten about any changed circumstances which may affect your child's wellbeing. For example: Change of name/address/phone, custody changes, bereavement, marriage or medical concerns. It is essential that our records are kept up to date.



Norrie Stuart Childhood Services Centre

Policy

National Quality Standard 5.1, 5.2	Regulation 168 (2) (i)	Related Key Regulations: 155, 156
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Policy

Updated July 2020

Behaviour Management Code

Rationale

At Norrie Stuart we believe all children have the right to feel safe all the time. Children learn best when they experience success and have positive self-esteem. We accept that children feel angry, frustrated and upset at times and need help to express these feelings appropriately. Staff and parents need to share responsibility, being consistent at all times, creating a safe, secure environment for children and modelling appropriate behaviours.

Objective

This policy has been developed to:

1. Ensure the safety and wellbeing of children and staff

Procedures

Acceptable Behaviour

- Respecting and caring for others
- Sharing and taking turns
- Being co-operative
- Being polite and being friendly
- Participating in activities
- Listening
- Helping
- Using appropriate social language and actions (e.g. "please stop, I don't like that")
- Valuing other people's property (including something they made or built)
- Walking inside the building
- Washing hands before eating and after going to the toilet and other additional hygiene measure (COVID-19)

Unacceptable Behaviour

- Hitting, kicking, spitting, pushing, pinching, swearing, biting
- Throwing—sand, stones, toys and equipment
- Breaking trees
- Climbing fences/gates
- Running inside the building
- Destruction of property

Non Physical (emotional behaviours)

- Verbal abuse
- Threats
- Bullying
- Racial taunts
- Yelling and screaming (directed at an individual)
- Swearing
- Name calling

Behaviour Management Code cont.

When unsafe/unacceptable behaviour occurs, staff will:

1. Redirect the play or the child (sometimes using Schedule Boards)
2. Offer choices/give warnings
3. Talk about the problem (e.g. "what would happen if...")
4. At times complete a picture with staff direction to show playing positively at kindy e.g 'draw a picture of something using safe hands'.

If the unsafe/unacceptable behaviours continue

5. After 3 warnings use 'time away/thinking chair'

Time away will only be for a brief period and the child will not be left on their own.

It will be carried out by staff, not volunteers or students. The child can leave time away once a staff member has discussed behaviour.

Staff will therefore:

- Model appropriate behaviour
- Provide opportunities for children to take risks and experience success
- Be positive
- Value children as individuals
- Encourage children to accept responsibility
- Provide opportunities for problem solving
- Provide lots of opportunity for talking and asking questions
- Help children to recognise their feelings
- Help children to handle their feelings
- Make learning relevant and manageable for children
- Be fair and patient
- Be consistent and follow through when managing behaviours

Children will therefore:

- Be safe
- Be happy
- Be confident
- Show initiative
- Solve problems
- Be able to express feelings, needs and wants
- Be able to communicate effectively
- Be able to work together in a co-operative manner
- Take responsibility of their own actions
- Share
- Become assertive
- Be relaxed
- Take risks
- Respect others

Staff will support Children who are having difficulty managing their behaviour using various strategies including:

- Schedule boards
- Sensory activities to calm and think
- Choice making activities—reminding of appropriate behaviours
- 1:1 intervention
- Interoception strategies

When child's behaviour is repeated and staff and other children are unsafe a parent will be called to collect their child.

Staff will record incidences in a confidential manner.

Please feel free to discuss any difficulties with the staff, we are here to help and support



Norrie Stuart Childhood Services Centre

Policy
