# **Snowtown School Based Preschool parent handbook**

www.preschools.sa.gov.au/snowtown-school-based-preschool

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# Home



We provide opportunities for children to explore, ask questions, discover and experiment.

We encourage family involvement and we help children to care for each other and their environment.

Find out more about our goals and our focus in our philosophy statement (PDF 608KB)

https://www.preschools.sa.gov.au/sites/default/files/snowtown\_school\_based\_preschool\_philosophy\_state ment\_0.pdf).

# Volunteering

If you'd like to volunteer with us, we'd love to hear from you. See volunteering in schools, preschool 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.

# **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.

# **Bushfire risk**

On forecasted 'catastrophic' fire danger days we will be closed. Make sure you know how we intend to contact you in this situation. You can find more information about an active bushfire from the CFS website (<a href="http://www.cfs.sa.gov.au/">http://www.cfs.sa.gov.au/</a>). See our bushfire action plan (PDF 146KB)

) and the bushfire page on the Department for Education's website (https://www.education.sa.gov.au/sites-and-facilities/bushfires-and-emergency-closures/bushfire-information) for general information.

# **Contact us**

**Phone:** (08) 8865 2195

**Fax:** (08) 8865 2459

Email: dl.6684.leaders@schools.sa.edu.au

Street address: 19 Glen Davidson Drive Snowtown SA 5520

Postal address: 19 Glen Davidson Drive Snowtown SA 5520

# 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.

Monday	Tuesday	Wednesday	Thursday	Friday
9.00am to 3.00pm	9.00am to 3.00pm	_	9.00am to 3.00pm even weeks	_

#### **Fees**

The parent contribution is \$80 per term. See our enrolment and fees page (<a href="https://www.preschools.sa.gov.au/snowtown-school-based-preschool/getting-started/enrolment-and-fees">https://www.preschools.sa.gov.au/snowtown-school-based-preschool/getting-started/enrolment-and-fees</a>) for more information.

# What to bring

Your child needs to bring these items each day:

- bag
- broad-brimmed, legionnaire or sun-safe hat (without chin straps)
- 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

Your child should not bring these things:

- unhealthy food or drink (lollies, chocolate, chips, fizzy drinks)
- toys from home.

# **Playgroup**

Our playgroup is held on Wednesdays of even weeks. You and your child can meet other families and spend time learning together.

#### **Times**

9.30am to 11.30am.

# Cost

Gold coin donation.

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# What to bring

A hat and a piece of fruit to share.

### **Additional information**

The playgroup is run by volunteers. The day of the week and time may change, please contact us (<a href="https://www.preschools.sa.gov.au/snowtown-school-based-preschool#contact-us">https://www.preschools.sa.gov.au/snowtown-school-based-preschool#contact-us</a>) for more information.

# **Baby Bounce**

At baby bounce we encourage singing, dancing and storytelling.

### **Times**

10.00am to 11.00am in the community library

### Cost

Baby bounce is free of charge.

# What to bring

A snack to share at morning tea.

# **Disability support**

There is support available for children with disability (<a href="https://www.education.sa.gov.au/supporting-students/children-disability-and-special-needs">https://www.education.sa.gov.au/supporting-students/children-disability-and-special-needs</a>). 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 (<a href="https://www.education.sa.gov.au/doc/preschool-registration-interest-form">https://www.education.sa.gov.au/doc/preschool-registration-interest-form</a>). 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 (<a href="https://www.preschools.sa.gov.au/snowtown-school-based-preschool#location">https://www.preschools.sa.gov.au/snowtown-school-based-preschool#location</a>). 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 (<a href="https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates">https://www.decd.sa.gov.au/teaching/south-australian-state-schools-term-dates</a>). 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 term 3 about an orientation session. This will be a 1-hour session where you can ask questions.

Before they start preschool your child can come to pre-entry transition visits. These will be in term 4, and are a chance for your child to meet our staff and other children. Pre-entry visits will be held over a number of weeks.

## **Fees**

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

The parent contribution is \$320 per year. You can choose to pay the total amount at the beginning of the year or pay instalments of \$80 each term (<a href="https://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates">https://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates</a>).

We offer other programs that may have additional costs (<a href="https://www.preschools.sa.gov.au/snowtown-school-based-preschool/getting-started/what-we-offer#snowtownprograms">https://www.preschools.sa.gov.au/snowtown-school-based-preschool/getting-started/what-we-offer#snowtownprograms</a>).

## When to pay

We will invoice you by mail via your child.

Payments are due by the end of each term.

Please contact us (<a href="https://www.preschools.sa.gov.au/snowtown-school-based-preschool#contact-us">https://www.preschools.sa.gov.au/snowtown-school-based-preschool#contact-us</a>) if you are having difficulty paying.

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# How to pay

Cash or cheque

You can pay cash or cheque at the school. Please put the payment in a sealed envelope with your child's full name on the front. Put the envelope in the payments box at the front office at Snowtown Primary School.

**EFT** information

You can pay by direct deposit.

BSB: 105030

Account number: 020784940

Please put your child's full name as the reference.

# **Immunisations**

When you enrol your child you will be asked to provide evidence of their immunisation status (<a href="https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/early-childhood-services-immunisation-requirements">https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/early-childhood-services-immunisation-requirements</a>).

# **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

Physical environment: Exceeding NQSStaffing 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: Snowtown Kindergarten

Rating issued: June 2013

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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 1800KB)

(https://www.preschools.sa.gov.au/sites/default/files/snowtown\_school\_based\_preschool\_gip.pdf)

# **Annual report**

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

Annual report (PDF) (https://www.decd.sa.gov.au/)

# **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 (<a href="http://www.thelittlebigbookclub.com.au/">http://www.thelittlebigbookclub.com.au/</a>) supports parents to read, sing and play with their children from birth, with access to book recommendations, reading packs and resources.

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

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

## Positive Parenting program

(http://www.triplep-parenting.net.au/au-uken/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 (<a href="http://raisingchildren.net.au/">http://raisingchildren.net.au/</a>) provides up-to-date, evidence-based, scientifically validated information about raising children and caring for yourself as a parent or carer.



# **Snowtown School Based Preschool**



# Philosophy Statement

We provide a play based learning environment for each child that provides a balance between child initiated, child led, educator supported and intentional teaching that is responsive to the needs of each child. Opportunities exist for children to explore, ask questions, discover and experiment.

We are committed to developing each child as a powerful learner with positive attitudes and dispositions to learning.

We work together and have **connections** to people, the school, neighbouring preschools, support services, the environment and the community to support the diversity of children's learning. We strongly value the partnerships we have with the school, neighbouring centres and the community.

At Snowtown School Based Preschool educators, children and families have discussed, questioned and agreed upon three key values:

Play	Powerful Learners	Connections
discover	asking questions	friendships
explore	investigating	sustainability
swing	exploring	with self
home-corner	being brave	Mindfulness
mud-kitchen	participating	belonging
making	problem solvers	With others
Inside	learning new skills	children
outside	independence	staff
bikes	trying new things	families
trampoline	planting flowers	relationships
slide	planting tomatoes	friendships
children	writing	environment
playing with friends	drawing	fun
bikes	writing and drawing	communicating
blocks	confidence	listening
building	resilience	group-time
creating	giving things a go	excursions
slide	reading	playing with friends
hoola-hoops	books	
Friends	bookmaking	



# SCHOOL BASED PRESCHOOL Healthy Foods Supply and Nutrition



At Snowtown Preschool we place great importance on children's health and wellbeing. In doing so we aim to promote, encourage and develop healthy eating habits. The purpose of this policy is to ensure that all children and adults are aware of the recommendations and expectations around eating and drinking at our centre.

This policy complies with the *Rite Bite* strategy which aims to educate children about healthy eating. Right Bite uses a coloured spectrum of **GREEN**, **AMBER & RED** to classify food and drinks according to their nutritional value.

A list of Green, Red and Amber food is included at the end of this policy.

# **Preschool staff responsibilities**

Be informed of children with special dietary requirements.

Discuss healthy eating with children as part of the curriculum.

Include 'healthy food' reminders on Facebook and in the school newsletters on a regular basis.

Model appropriate eating/drinking routines.

Provide refrigerator space for children's lunches.

Remind children to wash their hands before eating and preparing food.

Encourage children to get their own snacks and lunches from the containers and sit at a table at lunch time.

Provide a clean area for children to eat their food.

During lunch time children are seated together with an adult. Children are encouraged to eat their savoury food first followed by the other food in their lunch box.

# **Food Storage and Supply Considerations**

Children's lunch boxes are placed on a shelf inside the Preschool building when they arrive in the morning. Children are able to use the fridge in the kitchen to store lunchboxes if cooling is needed, however parents need to be aware that the temperature of the fridge is not controlled or monitored.

We can heat up food if it is sent in appropriate containers.

If children come to Preschool with no food, parents will be contacted and emergency food will be supplied.

# Parent / Caregivers responsibilities

Inform staff of any food allergies or special food requirements, complete appropriate paper work and provide health plans where necessary.

Provide healthy, ample snacks and lunches. It is always better to send too much food, than not enough. We encourage parents to select foods from the Green category where possible. Please have child's name clearly marked on lunch box and ensure that lids and latches are easily managed by the child to promote independence.

Children bring a named bottle of water for drinking during the day. Water is the recommended beverage for daily consumption at our centre.

## **GREEN** – choose plenty

**Bread and cereal:** sandwiches and rolls (white, wholemeal, multigrain etc); pita, flat, lavash, foccacia, bread sticks (a variety of bread from different cultures and different shapes); fruit & savoury muffins; fruit loaf (no icing); scones; rice cakes, crispbreads, saladas, sayos (low salt); rice; pasta; weetbix with savoury spread; plain popcorn, pikelets and homemade pizza.

*Fruit:* fresh, dried, packaged or tinned (in water or natural juice)

**Vegetables & Legumes:** fresh, frozen, tinned, vegetable sticks (raw or cooked); salad; soups; baked beans; 3 bean mix; dried beans, chickpeas and lentils.

**Dairy food** – yoghurt (fresh/frozen); fruche; cheese (hard, yellow and soft white varieties); cheese dips. (Reduced fat for children over 2 years)

**Lean meat, poultry, fish and eggs** — cold meat, meatballs and rissoles, chicken, tinned fish (tuna/salmon), fresh fish, eggs (hard boiled, omelettes).

**Drinks:** Water

# **AMBER** - select carefully

Full fat dairy foods: Milk, yoghurt, custard and cheese

Savoury commercial products: savoury pastries, noodles, spring rolls, sausage, ready to eat meals

Processed Meats: small amounts only of fritz, ham, salami, bacon, chicken roll, corned beef

Margarine, mayonnaise and oil: use sparingly (make sure you can see the bread through the spread!)

Spreads: Use sparingly and choose reduced salt options. Eg peanut butter, vegemite

Sauces and gravy: Use sparingly and choose reduced salt options. Eg tomato sauce, sweet chilli sauce

**Snack food bars:** Choose options > 600kj, >3g saturated fat, <1.0 g fibre per serve. Eg breakfast bars, cereal and fruit bars

**Savoury snack food and biscuits:** Choose options > 600 kj, >3g saturated fat, > 200mg sodium per serve.

**Cakes, muffins and sweet biscuits:** in home cooking aim to use less fat and sugar. In store bought products choose options > 900kj, >3g saturated fat, <1.5g fibre per serve.

**Ice creams, milk based confections and dairy desserts:** choose small serves not coated in chocolate. Choose options > 600kj, >3g saturated fat, Iceblocks, fruit based ice confections, slushees: Choose options with 99% fruit juice, 250 ml or less

Drinks: Choose options of fruit juice 99% juice, 250 ml or less.

Breakfast Cereals: Avoid those with high levels of added sugar.

### RED- occasional foods, not appropriate for kindy

**Drinks:** Soft drinks, energy drinks, sports drinks, flavoured mineral water, fruit drinks less than 99% fruit juice

**Confectionary:** All types

Drinks containing caffeine or guarana: All types

Icy poles and ice crushes: less than 99% fruit juice and only 250ml or less

Artificially sweetened food or drink: All types

Review Dates: Biennially in March	
Signed:	
Chairperson – Governing Council	
Principal	
Date	

Date: 26th June 2018

# **BUSHFIRE**

# BELL CONTINUOUS SHORT BLASTS OF SIREN

# Moving to Bushfire Refuge

- Count students
- Students take their water bottle
- Staff members to take Fire Extinguisher from building to the Bushfire Refuge
- Staff to take Bushfire Kit (located in store room).
- Place sign on Kindergarten gate (located in store room).
- Turn off air conditioners as staff, students leave room. Lock doors.
- Students walk in orderly manner to the School Activity Hall, (nominated Bushfire Refuge)
- Advise of missing students/staff and where they might be to Fire Warden & Site Leader.

# PRESCHOOL BUILDING

# **TAKE** SIGN IN **BOOK** TO REFUGE



# SNOWTOWN PRIMARY SCHOOL & SCHOOL BASED PRESCHOOL

# Guiding Children's Behaviour

# As a Staff Team we believe that

- every child has the right to feel safe and secure to develop positive relationships and to be recognised as individuals.
- effective communication and learning occurs when families and educators work together.
- Children have the right to be supported by the educators who model appropriate behaviours and have consistent expectations.

### Therefore this Preschool aims to :-

- Provide a safe environment free from harassment and bullying.
- Establish positive habits in getting along and fairness.
- Provide a nurturing environment that promotes a sense of belonging and self worth.
- Provide opportunities for children to develop confidence to meet new challenges and to build self esteem and contribute to the development of safe expectations and risk taking.
- Encourage general well being through healthy lifestyle choices.
- Plan for and provide an environment that promotes a sense of belonging, being and becoming and provides enhanced opportunities for learning through play.
- Provide opportunities for the development of the skills of a Powerful Learner, including resilience, agency, entry and exit skills when playing, responsible risk taking, conflict resolution, independence, leadership, respect for each other, communication and equity.
- Involve children in goal setting, developing group norms and the development of positive behaviors.

# Staff/volunteers/contractors will:-

- Develop appropriate policies and strategies.
- Make expectations explicit in terms of appropriate and inappropriate behaviour.
- Reinforce and model positive behaviour.
- Respond guickly and directly to situations involving children and their behaviour.
- Use consistent management practices.
- Use early intervention to avoid conflict if possible.
- Teach communication and problem solving skills that encourage self awareness and self discipline.
- Provide and enriching and engaging program that enables each child to experience success, a sense of wellbeing and gives opportunities to express feelings through sensory and other forms of play.

We will respond to inappropriate behaviours by

- reminding children of expectations and limits and the reasons for these.
- supporting children to problem solve, negotiate, find resolutions and manage emotions appropriately.
- Using restorative justice practices that support children to empathize with others and restore relationships.
- Communicating with and involving families to work together to positively to assist the child's wellbeing and learning.
- Withdrawing children when they are at risk of hurting themselves or others, ensuring that an adult is with them at all times.
- Involving support services and seeking assistance if required.

Date: 26	5/6/2018	
Review Dates: Annually in May		
Signed:		
_	Chairperson – Governing Council	
	Principal	
	Date-	