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Home



We offer a safe, active and stimulating environment. We encourage active learning through hands-on, meaningful and fun experiences. We provide opportunities for children to become independent, enthusiastic, curious and imaginative learners.

Find out more about our goals and our focus in our philosophy statement (PDF 135KB)
(https://www.preschools.sa.gov.au/sites/default/files/wynn_vale_child_parent_centre_philosophy.pdf).

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

What we offer

We offer a number of programs and services to support your child's early years learning
(<https://www.education.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.

Green group

Monday	Tuesday	Wednesday	Thursday	Friday
8.45am to 3.15pm	8.45am to 3.15pm	–	–	8.45am to 1.00pm odd weeks

Yellow group

Monday	Tuesday	Wednesday	Thursday	Friday
–	–	8.45am to 3.15pm	8.45am to 3.15pm	8.45am to 1.00pm even weeks

Fees

The parent contribution is \$440 per year. See our enrolment and fees page (<https://www.preschools.sa.gov.au/wynn-vale-child-parent-centre/getting-started/enrolment-and-fees>) 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 in a plastic bag
- drink bottle containing water
- healthy snack, preferably fruit
- packed lunch with an ice pack to keep food cold
- a cloth library bag.

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

Please read our drop-off and pick-up procedure (PDF 332KB)

(https://www.preschools.sa.gov.au/sites/default/files/wynn_vale_child_parent_centre_drop-off_and_pick-up_0.pdf).

Before and after school care

Your child can access the OSHC programme run by Wynn Vale School.

Times

Weekdays 7.00am to 8.40am and 3.15pm to 6.15pm during school terms.

Cost

For more details please contact the school on 8289 3580 or email [wynnvale.oshc144 \[at\] schools.sa.edu.au](mailto:wynnvale.oshc144@schools.sa.edu.au).

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/wynn-vale-child-parent-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.education.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

Before they start preschool your child can have 2 pre-entry transition visits in term 4 (<https://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates>).

This is an opportunity for your child to meet our staff and other children. We will also send a detailed letter outlining the transition program. You are also welcome to attend our parent information evening held late November.

Fees

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

The parent contribution is \$440 per year. You can choose to pay the total amount at the beginning of the year or pay 3 instalments of \$150 in term 1 (<http://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates>) and \$145 in terms 2 and 3.

We offer other programs that may have additional costs (<https://www.preschools.sa.gov.au/wynn-vale-child-parent-centre/getting-started/what-we-offer#wynnvaleprograms>).

When to pay

We will invoice at the beginning of term 1.

Payments are due in week 5 of term 1 (<http://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates>), 2 and 3.

Please contact us if you are having difficulty paying.

How to pay

Cash

You can pay cash at the kindy. Please put the payment in a sealed envelope with your child's full name on the front. Put the envelope in the payments box near the preschool office.

EFT information

You can pay by electronic transfer. Instructions for EFT transfer are provided on your invoice.

Fees can also be paid in person, over the telephone or via the Qkr! app.

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 (<https://www.sa.gov.au/topics/education-and-learning/early-childhood-education-and-care/preschool-and-kindergarten#immunisation>).

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 885KB)

(
https://www.preschools.sa.gov.au/sites/default/files/wynn_vale_child_parent_centre_quality_improvement_plan.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.

CHILDREN WITH ADDITIONAL NEEDS

“Additional Needs” refers to children who are diagnosed with:

- ★ **Developmental delay**
- ★ **Physical difficulty**, including sight and hearing
- ★ **Intellectual difficulty**
- ★ **Speech and Language delay** or
- ★ **Health concerns - *medically diagnosed*** (conditions such as Cystic fibrosis, epilepsy)

Parents of children with additional needs often feel quite concerned when the time comes for their child to begin Preschool and this is very well appreciated and understood. Early forward planning is the key to a successful transition into Preschool. Educators can then liaise with other agencies who work with you and your child to gain valuable insights and advice concerning the best ways to support your child in the Preschool setting. Documents such as assessments and programmes are also shared with your permission.

Following an initial meeting between parents and staff, children are referred to the DfE for support. Children may be eligible for funding to support them throughout the Preschool day. Some children have an individual learning programme, often during the small group time. Others are supported within the regular programme at group times and during spontaneous play times. The children are supported by one of our SSOs.

Because Preschoolers are very young children, some areas of concern will have not been recognised or addressed as yet. These may include **Speech and Language development** (pronunciation of certain sounds or blends or the ability to express needs and ideas) or **motor development** (such as pencil and scissor skills or balance and coordination).

If you have a concern about your child's development, your Paediatrician, GP or CAFHs nurse is a valuable professional to contact for advice.

Once your child has been offered a place at Wynn Vale Preschool, please phone the Preschool on 82893915 as soon as possible so that the Preschool educators can put support into place where it is needed.

We work together in partnership with you and your family, sharing the same goals of a happy, secure and successful transition for your child into their Preschool year.

ALLERGIES AND ANAPHYLAXIS

If your child has been diagnosed with allergies or anaphylaxis, they will need to bring their medication and/or epi-pen with them each day. These will be placed in a secure place with easy access for educators. You may choose to leave these items at the Preschool at all times so that they are always available, should your child need them. You will also need to provide an Anaphylaxis Healthcare Plan that has been completed by your GP, on or before their first transition visit. We will fill out details in the medication log if we need to administer medication throughout the day. If an epi-pen is required, an ambulance will be called and parents will be notified immediately.

All of our educators regularly attend Anaphylaxis training provided by the Asthma Foundation.

As an allergy aware centre, we ask our families not to provide their child with food containing nuts. We also make modifications to our cooking programme.

ASTHMA

If your child has been diagnosed with Asthma, they will need to bring their inhaler with them each day. This will be placed in a secure place with easy access for educators. Many families choose to leave an inhaler at the Preschool at all times so that it is always available, should their child need it. You will also need to provide an Asthma Healthcare Plan that has been completed by your GP, on or before their first transition visit. There is also a medication log to complete if your child has been given their inhaler in the morning, before attending Preschool. We will fill out the details if we administer the inhaler throughout the day.

All of our educators regularly attend Asthma training provided by the Asthma Foundation.



Wynn Vale Preschool

Behaviour Guidance Policy



Documented guidelines regarding behaviour and guidance for children help ensure that children, families and educators have a safe environment, and consistency and clarity around acceptable behaviour and guidance measures that will be implemented.

As educators we believe:

- All children have the right to feel secure and to learn and develop in an emotionally and physically safe, environment
- Children have a right to express their feelings and to be supported to develop positive behaviours that underpin the development of relationships with peers and adults
- Effective communication and learning occurs when families and educators work together to develop common goals for a child's wellbeing, learning and development.
- That the consideration of children's individual, and contextual needs are crucial to successful learning and the development of positive behaviours
- That family consultation is valued and their individual perspectives respected
- Children have the right to be supported by educators who model appropriate behaviours and ensure consistent limits are set
- No child should be made to feel rejected, insecure, embarrassed or ashamed

As educators we promote positive behaviour and interactions by:

- Planning for and providing an environment that promotes a sense of belonging, being and becoming and provides enhanced opportunities for learning through play
- Ensuring that limits set are reasonable and understood by all children and adults
- Providing an enriching and engaging programme that enables each child to experience success and a sense of wellbeing
- Providing opportunities for children to express feelings through sensory and other forms of play
- Using positive verbal and non-verbal guidance
- Demonstrating empathy and sensitivity to each child and being mindful of the variety of factors that influence behaviour
- Planning experiences that develop productive dispositions for lifelong learning, including respect, responsibility, resilience, confidence, independence, purposefulness, self-regulation and cooperation
- Providing opportunities that enable children to develop positive social skills, such as a sense of agency, entry and exit skills when playing, considered risk taking behaviour, communication and conflict resolution and negotiation skills
- Interacting positively, using positive language and acknowledging and modelling respectful behaviour
- Valuing children as individuals within their family and cultural context

- Involving children in goal setting, developing group norms and the development of behavioural expectations and consequences
- Intentionally teaching appropriate behaviours and play skills, building on each child's strengths and achievements and providing choices when possible
- Encouraging open two way communication with families to ensure that each child's rights are met

Educators will respond to challenging 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 empathise with others and restore relationships
- Communicating with and involving families at the earliest opportunity to work together positively to assist the child's wellbeing and learning
- Assessing individual children's learning and development and reflecting on and reviewing our planned programme and how the active learning environment supports positive behaviours
- Planning, implementing, monitoring and reviewing individual behaviour plans in partnership with families and support services
- Being aware of our limitations and seeking assistance when required
- Withdrawing children when they are at risk of hurting themselves or others, ensuring that an adult is with them all the time

Informing the Wynn Vale Preschool community of our "Behaviour Guidance Policy":

- Display "Children's Code of Behaviour" in simple, age appropriate language:
 - Play Safely
 - Be Friendly
- Behaviour Guidance Policy located in the Preschool classroom for easy parent access
- Newsletter articles when relevant
- Educators available for discussion with parents if required

Endorsed by Wynn Vale School Governing Council:

Chairperson Signature: _____

Date: _____

Date for review: _____

CURRICULUM

When programming and planning for the children's learning experiences we use the "**EARLY YEARS LEARNING FRAMEWORK: BELONGING, BEING AND BECOMING**", which is the national early childhood curriculum document, as well as the **PRESCHOOL LITERACY AND NUMERACY INDICATORS**. We offer a combination of large periods of time for the children to engage in spontaneous play and Intentional Teaching times where small and large groups of children work with an adult.

During the Intentional Teaching time:

- ★ The children participate in four *small group activities* each fortnight.
- ★ The ***learning activities foster the development of thought processes and concepts***, such as inquiry and problem solving. Skills are ***intentionally taught*** by the educators and the children engage in open-ended tasks, hands-on experimenting and group modelling. These tasks also support the children's development of ***learning dispositions*** such as confidence, persistence, curiosity, purposefulness, involvement, cooperation, commitment and enthusiasm.
- ★ Recording formats vary, depending upon the task. Methods of recording the children's small group work include:
 - The children's drawings or creative work
 - Photographs of the children and their work
 - Teacher scribing the children's responses/observations
 - Completion of a specific task on a template
 - Displays of the children's photographs and work samples around the Preschool classroom
- ★ A ***task card*** explaining the processes and concepts involved, plus the link with the targeted Learning Outcomes and Literacy and Numeracy Indicators, is included with most activities. ***Some activities also include an educator comment. This explains the individual child's approach to and understanding of their learning.***
- ★ Activities are placed in the children's portfolio folders or displayed around the classroom. Parents are welcome to look at the folders at any time. ***Twice each term, usually Weeks 5 & 9, they are placed on the activity tables at the beginning of the Preschool session and we encourage parents and children to look at them together so they can share the child's learning.*** At the front of the folder is a "Parent Comment" page for parents to make observations about their child's learning.
- ★ Each term we plan activities that cover all five Learning Outcomes from the Early Years Learning Framework.

ENVIRONMENTAL SUSTAINABILITY

Wynn Vale Preschool has a focus on Environmental Sustainability. Children are taught to sort their waste items into:

- ★ Food scraps that can be placed in the compost bin or green waste bin
- ★ Recyclable paper and cardboard
- ★ Recyclable plastic
- ★ Rubbish that goes to landfill.

This is reinforced regularly so that it is embedded in our programme and the children are able to self-manage the process.

Children are actively involved in establishing and caring for the Preschool garden. They help with seasonal planting (with a focus on plants that can be eaten, such as vegetables and fruit), watering and harvesting of edible plants. Produce is often taken home and shared with families or used in our cooking programme. Seeds are regularly collected and saved to plant the following year or available for the children to take home and plant in their home gardens. Cuttings from the existing plants are propagated and seedlings are cultivated so that they can be sent home with the children.



Wynn Vale Preschool

Healthy Food and Nutrition Policy



RATIONALE

Wynn Vale preschool promotes safe, healthy eating habits in line with the **Right Bite Healthy Food and Drink Supply Strategy for South Australian Schools and Preschools** and relates to the DECD wellbeing strategy.

We believe that early childhood is an important time for establishing lifelong, healthy eating habits and can benefit the children in three ways:

1. Short term: maximises growth, development, activity levels and good health.
2. Long term: minimises the risk of diet related diseases later in life.
3. Good nutrition contributes to good health and wellbeing and this is vital for positive engagement in learning activities.

Therefore:

- Educators model and encourage healthy eating behaviours
- Food and drink are consumed in a safe, supportive environment for all children
- Parents and caregivers are encouraged to supply healthy foods that fit within the **Right Bite** strategy for their children at preschool.

CURRICULUM

Wynn Vale Preschool's food and nutrition curriculum:

- Is consistent with the *Dietary Guidelines for Children and Adolescents in Australia*, and the *Australian Guide to Healthy Eating*
- Includes activities that provide children with knowledge, attitudes and skills to make positive healthy food choices and learn about the variety of foods available for good health
- Includes opportunities for children to develop practical food skills like preparing and cooking healthy food
- Integrates nutrition across the curriculum where possible
- Is part of the Early Years Learning Framework - Outcome 3: **Children have a strong sense of wellbeing**
- Is part of the National Quality Framework - Quality Area 2: **Children's Health and Safety**

THE LEARNING ENVIRONMENT

Children at Wynn Vale Preschool:

- Are encouraged to drink water regularly throughout the day
- Eat routinely at scheduled break times
- Eat in a positive, social environment with educators who model healthy eating behaviours
- Use the preschool garden to learn about and experience growing, harvesting and preparing nutritious foods

Wynn Vale Preschool:

- Understands and promotes the importance of breakfast and regular meals for children
- Teaches the importance of healthy meals and snacks as part of the curriculum
- Is allergy aware and has structures in place to accommodate individual children's food allergies and intolerances

FOOD SUPPLY

Wynn Vale Preschool has the following guidelines for families for food brought from home:

➤ **Morning Snack Time:**

Parents and carers are encouraged to supply fresh fruit and vegetables at morning snack time to:

- Provide children with important minerals and vitamins
- Encourage a taste for healthy foods
- Encourage chewing which promotes oral muscle development

➤ **Lunch Time:**

Parents and carers are encouraged to supply healthy food options. Some suggestions are:

- Sandwiches
- Wraps
- Salads
- Fruit and vegetables

As lunches remain in the children's lunchboxes we recommend that parents put an ice pack inside to keep the food cold until it is eaten at lunch time.

➤ **Drinks:**

Children bring a drink bottle filled with water (no cordial, milk or juice) or they can bring a cup to use with the filtered water tap. Children can also refill their water bottles from the filtered water tap if they become empty. ***Children are able to access drinks throughout the day.***

FOOD SAFETY

Wynn Vale Preschool:

- Promotes and teaches food safety to children as part of the curriculum
- Encourages staff to access training as appropriate to the *Right Bite Strategy*
- Has an embedded routine of hand washing before the consumption of food
- Provides adequate hand washing facilities for everyone
- Promotes and encourages correct hand washing procedures with children and staff

FOOD-RELATED HEALTH SUPPORT PLANNING

Wynn Vale Preschool:

- Liaises with families to ensure suitable food safety for children with Health Support Plans / Action Plans that are related to food allergies and intolerances
- Discreetly displays Health Support Plans / Action Plans, completed by a medical practitioner, for all children with significant food allergies and intolerances

- Provides information about food related activities, such as cooking and celebrations, to parents where needed or requested

WORKING WITH FAMILIES, HEALTH SERVICES & INDUSTRY

Wynn Vale Preschool:

- Invites parents and caregivers to be involved in the review of our food and nutrition policy
- Provides information to families and caregivers about the *Right Bite Strategy* through a variety of ways including:
 - Newsletters
 - Policy development/review
 - Information on enrolment
 - Pamphlet/poster displays

Wynn Vale Preschool will ensure a healthy food supply for preschool activities, celebrations and events, strictly limiting availability of high fat, high sugar, or processed foods like chips, pastries, cakes, lollies and crisps to no more than twice a term, in accordance with the Healthy Eating Guidelines.

We will Display nutrition information and promotional materials about healthy eating, and provide information updates in newsletters.

Endorsed by Wynn Vale School Governing Council:

Chairperson Signature: _____

Date: _____

Date for review: _____

HEALTH AND WELL BEING

GENERAL HEALTH AND WELLBEING

If your child is unwell, especially if they are contagious, we ask that you keep them home to avoid the spread of germs. In the case of contagious diseases, we will advise other families at the Preschool. If your child becomes unwell during the Preschool day, we will phone you so that you can organise for someone to come in and collect them.

If you are keeping your child home due to illness, please contact us on either 82893915 or 0403622143. If we are unavailable, you can leave a message. Alternatively, you may send a text message to our mobile.

FIRST AID

If your child has a minor fall at Preschool, an educator will attend to the injury immediately, taking whatever actions are necessary and a note will be sent home at the end of the day.

If your child receives an injury to their head or face, we will notify the enrolling parent immediately, even if the injury is minor. In the case of a minor incident, parents can choose for their child to remain at Preschool and educators will monitor them. If educators feel that the injury is more serious, parents will be asked to collect their child from the Preschool and seek medical advice.

In the case of an emergency, an ambulance will be called and parents will be notified immediately. Educators do not have to wait for parent approval before taking this emergency action as delays could compromise safety. This emergency response is part of their first aid training.

All of our educators have current early childhood approved first aid qualifications, provided by Red Cross. We also attend the Red Cross CPR refresher course each year.

CHILDREN'S LEARNING AND ASSESSMENT

CHILDREN'S LEARNING

How can parents keep in touch with their Child's Learning?

- ★ The children's portfolio folders are always available for parents to look at (these are kept in the reading / puzzle area). Twice a term (Weeks 5 & 9) we place the folders on the tables so that parents and children can look at the folders together. There is a page for parents to write a comment to their child at the front of the folder.
- ★ Parents are welcome to talk generally to any of our Preschool educators in the mornings.
- ★ If you would like to have a more detailed discussion about your child's learning, you can arrange an appointment time with one of our teachers - if you have a confidential issue that you would like to discuss, we are able to go into a quiet, private area.
- ★ Working parents who are unable to come into the Preschool regularly are welcome to phone us to discuss their child's learning or may prefer to make an appointment for a mutually convenient time.
- ★ If there is a need, educators will instigate conversations with parents regarding learning and behaviour.
- ★ Our Programme and Curriculum Overview are on display in the Preschool classroom - the Curriculum Overview is for each term and the Programme is updated every fortnight.
- ★ Photos of children engaged in the Preschool Programme (labelled with the relevant curriculum links) are on display in the classroom.
- ★ The children's creative endeavours and writing are displayed in the classroom.
- ★ At times, displays of the children's small group work are displayed in the classroom.
- ★ The Preschool newsletter contains photos and information.

ASSESSMENT

- ★ There are educator comments on many of the children's work samples in their portfolios.
- ★ Parents receive a Mid-year Statement of Learning at the end of Term 2
- ★ Parents receive a Summative Report at the end of Term 4

Establishing successful partnerships with our children and their families is very important to us. We are always looking for ways to improve communication and consolidate relationships and therefore we welcome any questions or feedback.

OUT OF SCHOOL HOURS CARE PROGRAMME

Children who attend Wynn Vale Preschool are able to attend Out of School Hours Care (OSHC) at Wynn Vale School.

In the mornings, educators from OSHC walk the children to the Preschool, where they sign the children in and help them to organise their belongings.

At the end of the day, teachers from the Preschool sign the children out and walk them to the OSHC building. Once there, the teachers inform the OSHC educators which children are present and help them to organise their belongings.

If you would like to enrol your child in the OSHC programme at Wynn Vale School, you will need to contact them as early as possible the year before they begin Preschool. Contact details are:

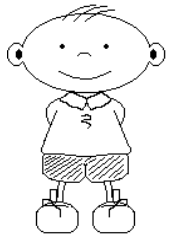
OSHC Director: Karen Buckley

Phone number: 82893915

Email: wynnvale.oshc144@schools.sa.edu.au



Wynn Vale Preschool



Skin Protection and Weather 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. Sun exposure in the first ten years of life is a major factor in determining future skin cancer risk.

Too little UV radiation from the sun can lead to low vitamin D levels. Vitamin D is essential for healthy bones and muscles and for general health.

Cancer Council SA advises people protect their skin at times when the ultraviolet (UV) radiation level is **3 and above**. Cancer Council SA recommends that a skin protection policy be in place for Terms 1, 3 and 4 (August until the end of April) and any other time of the year when the UV is 3 and above. Particular care should be taken between 10 a.m. and 3 p.m. when the UV radiation levels are at their highest. It is important to balance sun protection with safe sun exposure for the production of Vitamin D for bone growth and development. When the UV radiation level is below 3, sun protection for most people is not necessary and an ideal time to absorb vitamin D from the sunlight.

OBJECTIVES:

Wynn Vale Preschool's 'Skin Protection and Weather Policy' has been developed to:

- Encourage children and staff to use a combination of sun protection measures whenever UV Index levels reach 3 and above
- Work towards a safe outdoor environment that provides shade for children and educators at appropriate times
- Ensure all children and educators have some UV radiation exposure for vitamin D
- Assist children in being responsible for their own sun protection
- Ensure families and new educators are informed of the centre's Skin Protection Policy.
- Encourage positive attitudes towards skin protection

LEGISLATION:

This policy relates to the following National Law and Regulations:

- *Education and Care Services National Law Act 2010:*
 - Section 167 – Protection from harm and hazards
- *Education and Care Services National Regulations 2011:*
 - Regulation 100 – Risk assessment must be conducted before excursion
 - Regulation 113 – Outdoor space–natural environment
 - Regulation 114 – Outdoor space–shade
 - Regulation 168: Policies and procedures (2)(a)(ii)–sun protection

NATIONAL QUALITY STANDARDS:

All of the following SunSmart procedures link to: Quality Area 2: Children's health and safety.

There are also links to:

Quality Area 1: Educational program and practice

Quality Area 3: Physical environment

Quality Area 5: Relationships with children

Quality Area 6: Collaborative partnerships with families and communities

Quality Area 7: Leadership and service management

PROCEDURES:

- The purpose of the policy is to ensure that all members of Wynn Vale Preschool are protected from skin damage caused by the harmful ultraviolet (UV) rays of the sun.
- It is an expectation that all educators, students and families of Wynn Vale Preschool will use the recommended skin protection strategies.
- Educators will access the SunSmart UV Alert at www.bom.gov.au/sa/uv or download the [SunSmart app](#) to find out daily local sun protection times to assist with the implementation of this policy.
- We use a combination of sun protection measures for all outdoor activities during **Terms 1, 3 and 4** (August until the end of April) and whenever UV radiation levels reach 3 and above at other times. Extra care is taken during the peak UV radiation times which occur over the middle of the day. Children are encouraged to use the shade of the veranda, shade structure, trees, decks, cubbies and pergola whenever outdoors during peak times. On extremely hot days, educators will decide if outside play is appropriate, so as to reduce heat stress, dehydration etc caused by infrared radiation from the sun.

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 elbow length sleeves, collars and knee length or longer style shorts and skirts are best. If a child is wearing a singlet top or dress they are to wear a t-shirt/shirt over the top before going outdoors.

2. Sunscreen

Quality area 2: Children's health and safety

On days when the UV levels are **3 and above**

- ***Parents apply SPF 30 or higher, broad spectrum and water resistant sunscreen to their child in the morning before arriving at preschool.***
- ***SPF 30 or higher, broad spectrum and water-resistant sunscreen is provided by Wynn Vale Preschool for all children's use.*** Parents are welcome to view the ingredients on the back of the bottle to see if they are appropriate for their child to use. *If children are allergic to any of the ingredients, parents are required to provide individual sunscreen that is safe for their child. This needs to be in a clearly named, zip-lock bag. Roll-on bottles are preferred.*
- ***Children apply their own sunscreen with the supervision / assistance of educators.*** Written consent is given by parents at the beginning of the preschool year. If consent is not given, the child will play underneath the verandah.
- Sunscreen is applied before the children eat their lunch to ensure that it is on at least twenty minutes before they go outdoors for afternoon play.

3. Hats

Quality area 2: Children's health and safety

On days when the UV levels are **3 and above**, 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. The hats are kept in the children's bags and taken out each time they are needed. Children will take their hats from their bags each time they go outside to play. Children who come to preschool without hats are lent a bucket hat. Parents will be provided with a reminder note. If a child does not bring a hat on two consecutive days, they are able to play only under the Preschool verandah and a second reminder note explaining this is given to their parents.

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

- Educators ensure 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

5. Sunglasses [optional]

Quality area 2: Children's health and safety

Children and educators are encouraged to wear close fitting, wraparound sunglasses that meet the Australian Standard AS/NZS 1067:2003 (Sunglasses: lens category 2, 3 or 4) and cover as much of the eye area as possible.

6. Enrolment and information for families

Quality area 6: Collaborative partnerships with families and communities

During the parent information evening, families are:

- Informed of Wynn Vale Preschool's Skin Protection policy
- Asked to provide a suitable hat for their child
- 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)
- Asked to give permission for educators to supervise / assist children in applying their own sunscreen. Parents whose child is allergic to the sunscreen provided by Wynn Vale Preschool are asked to provide an individual SPF 30 or higher, broad spectrum, water resistant sunscreen that is suitable for their child

Parents are also required to give written permission for educators to assist children in applying their own sunscreen.

7. 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, educators:

- Wear sun protective hats, clothing and sunglasses when outside
- Apply SPF 30 or higher broad spectrum, water resistant sunscreen
- Seek shade whenever possible.

8. Education

Quality area 1: Educational program and practice

Quality area 5: Relationships with children

Quality area 6: Collaborative partnerships with families and communities

- Skin protection and vitamin D are incorporated into the teaching and learning programme
- The Skin Protection Policy is reinforced through staff role-modelling and children's activities and displays
- Educators and families are provided with information on skin protection and vitamin D through newsletters and the parent noticeboard.
- Educators will keep up-to-date with new information and resources from Cancer Council SA

10. Policy review

Quality area 7: Leadership and service management

Educators and Governing Council monitor and review the effectiveness of the Skin Protection Policy and revise the policy every two years.

Date of next policy review:

Cancer Council Information & Support contact details:

Phone: 13 11 20

Website: www.sunsmart.org.au

Endorsed by Wynn Vale School Governing Council:

Chairperson Signature: _____

Date: _____

Date for review: _____

CONTINUITY OF LEARNING TRANSITION PROGRAMMES

Transition to Preschool

Going to preschool is an important milestone for parents and children. During Term 4 of the year prior to full-time preschool, children attend two transition visits where they meet the educators and other children. Families will receive a detailed letter outlining the transition programme.

There is also a Parent Information Evening in late November.

Transition to School

For children attending Wynn Vale School the transition programme is conducted during Term 4. The children spend time in their new classroom, getting to know the teacher and other children. A letter from the school will be sent to families outlining details.

Other schools will inform families of their transition programmes at the time of enrolment.

ATTENDANCE

Children who attend preschool regularly have opportunities to:

★ **Develop Friendships**

- *They join in with groups, play together, negotiate with other children and have fun*

★ **Learn New Things**

- *They develop confidence, share ideas, solve problems and can be inquisitive*

★ **Build on What They Have Learnt**

- *They practice, refine and consolidate skills, extend their communication skills, thinking skills and understandings*

★ **Follow Routines**

- *They develop independence, take care of belongings, follow instructions, separate from parents/carers, adapt to changes and organise their time*

A high-quality preschool programme can build early literacy and math skills, as well as develop the social and emotional foundation children need to persist in school. Young children only receive the full effect of these benefits if they attend preschool regularly. Regular attendance supports children's participation in the education programme so they feel part of the group and educators can plan to support their learning.

If your child is going to be absent we ask that you inform us so that the reason can be recorded and provided to the Department for Education. If your family is going to be away on holidays, please let us know in advance. If your child is unwell, please phone us in the morning. If we are unavailable to take your call, a message can be left. You may also send a text message to our mobile phone. Our contact details are:

Preschool Phone: 82893915

Mobile Phone: 0403622143

By working together educators and families can support the regular attendance of children and help to set up good learning habits for life.



Wynn Vale Preschool

Arrival and Collection of Children Policy

Upon arrival at Preschool:

- Parents / carers complete the sign-in section of the Sign-in / Sign-out book
 - Record the time of arrival
 - Sign their name
 - Indicate who will be collecting the child at the end of the day
- Families enter the classroom when an educator opens the door
 - Adults take name tag out of their child's pocket and place it on their child
 - Adults take notes (if any) out of their child's pocket
 - Children hang preschool bags on a hook and organise their belongings (e.g. lunches in the large boxes, library books in library box)
- Parents / carers farewell their child when they are ready to leave
 - Adults are welcome to spend time with their child before leaving
 - If a child is upset or unsettled when their parent is ready to leave, an educator will support the child and help them to settle

At the end of the Preschool session:

- Parents / carers complete the sign-out section of the Sign-in / Sign-out book
 - Record the time of departure
 - Sign their name
- Parents / carers come inside the Preschool classroom when the Star of the Day opens the door
 - Adults hand their child's name card to the educator who is supervising their group
 - The educator takes off the child's name badge and hands the child to their parent / carer

Important Information:

- If the person indicated in the Sign-in / Sign-out book is unable to collect the child, an enrolling parent needs to phone the Preschool and inform the educators of the name of the person who will be collecting their child (Preschool phone numbers are 8289 3915 and 0403 622 143)
 - Educators will record the details in the information book by the phone and amend the Sign-in / Sign-out book
 - If someone different to the person indicated in the Sign-in / Sign-out book arrives unexpectedly to collect a child, an educator will phone the enrolling parent to ensure that permission is given for that person to collect their child
- The details of anyone with authority to collect a child from the Preschool must be recorded on the child's enrolment form
- If someone new is collecting a child, they must produce photo ID on the first occasion
 - Children will not be allowed to leave with that person until the photo ID has been sighted

- Parents are requested to inform the Preschool if their child will be absent and provide an explanation for the absence (this information needs to be recorded and given to the Department for Education)
 - Parents / carers can inform an educator in person (e.g. holidays or medical appointments)
 - Parents / carers can email the Preschool (manny.mccarthy266@schools.sa.edu.au)
 - Parents / carers can phone the Preschool (8289 3915 or 0403 622 143)
 - Parents / carers can send a text message to the Preschool (0403 622 143)
- If a child has not been collected at the end of the session, educators will contact the person designated to collect the child or the enrolling parent
 - Educators often have meetings and other commitments at the end of the day, therefore it is important that children are collected on time
 - If parents / carers are unexpectedly delayed and will be later collecting their child, please phone the Preschool on 8289 3915 to inform the educators
- If parents / carers need to collect their child before the end of the session:
 - Advise Preschool educators in the morning or phone the Preschool throughout the day (this information will be recorded in the information book)
 - Parents / carers are to sign their child out in the Sign-in / Sign-out book, indicating the time that the child was collected
- A person authorised to deliver or collect a child must be 18 years or over
- For children attending Out of School Hours Care [OSHC]:
 - OSHC educators will bring the children to Preschool in the mornings and help then with the morning routine
 - Preschool educators will help the children organise their possessions at the end of the day and take them to the OSHC building
- If there is a Court order against a particular person having access to a child, a copy of the order needs to be provided by the parents / carers for the Preschool records
 - All educators will be notified of the relevant information
 - If there is a contradiction to the notified court orders, Preschool educators will request that person to leave the site immediately and notify SAPOL where appropriate
 - Staff will contact the custodial parent / carer to inform them of the situation

Endorsed by Wynn Vale School Governing Council:

Chairperson Signature: _____

Date: _____

Date for review: _____

Wynn Vale Preschool Philosophy

Wynn Vale Preschool is a vibrant learning community where children, families and educators work together to provide the best foundation for each child's individual growth and development. We believe that the children's overall wellbeing is of paramount importance. We foster a nurturing and stimulating environment that encourages children to make choices and assume responsibility for their learning. Children are encouraged to express their thoughts and feelings, and to develop the skills to establish friendships with others. We uphold Wynn Vale School's values of Respect, Relationships and Resilience.

Wynn Vale Preschool is committed to building secure and trusting relationships between the children, their families and the educators. We believe that Preschool is an extension of the children's home learning environment. We value families as partners in the children's learning, recognising and embracing their diverse cultural knowledge, skills and experiences. Learning is continuous and experiences children bring from home should be valued and built upon.

We cultivate open communication with our Preschool community and respond to their needs in a respectful and sensitive manner. Our curriculum supports diversity, fairness and equity, acknowledging that children are individuals and therefore develop at different rates and in different ways. The children's learning journey is documented, assessed and openly shared with parents.

Our educators plan developmentally appropriate learning experiences using the Early Years Learning Framework for Australia curriculum document, "**Belonging, Being and Becoming**". We believe that children are active learners and that they learn best when they are engaged in hands-on experiences that are relevant, meaningful and fun. Our educators are highly qualified and experienced in the field of Early Childhood Education. We facilitate and extend children's learning through having high expectations of their ability to learn and by providing a challenging, stimulating and safe learning environment.

We believe that play and conversation are the main ways by which children learn about themselves, other people and the world around them. We use reflective practice to construct a play-centred curriculum that is creative, adventurous and challenging. We provide experiences that facilitate the development of the dispositions of lifelong learning for the children. Through a balance of spontaneous, guided and teacher directed activities the children are supported to be independent, enthusiastic, curious and imaginative learners. Children learn best when their strengths are acknowledged and their self-concept is enhanced and therefore their needs and interests underpin our planning process.

We believe that play is an essential aspect of learning for young children - it is their work. It is the process that is important, not the end product. Play is seen as the central component in developing a curriculum that integrates all areas of a child's development. We provide dynamic and inviting resources that entice children to engage in both solitary and collaborative play. We are committed to establishing flexible, attractive learning environments, both inside and outside, that stimulate the children's imaginations and evoke a sense of wonder.

Through their play, children are intrinsically motivated and are able to construct, test and apply their own understandings. They are able to engage in productive, creative experiences where they practise and master what they have learnt. They become stakeholders in their own learning.



Wynn Vale Preschool
We're all thriving at our place



5/03/2019