Modbury North Kindergarten

Parent Information

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         Modbury North SA 5092
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Website http://www.modnthkgn.sa.edu.au
Our Statement of Philosophy

We believe that building positive, trusting, respectful and caring relationships is a vital part of our work with children and families. It is through these relationships that we support children to feel safe and included in the Kindergarten environment and in their learning and development.

We believe that all children are unique, bringing different experiences, cultures, knowledge and skills to their learning. We recognise and respect “that families are children’s first and most influential” (Belonging, being and becoming, EYLF 2009, p. 12) educators. We value and learn from the knowledge they share with us.

We believe that children are competent and capable learners who learn best through play in a social environment where they have opportunities to: practise new skills, make decisions, hypothesise, discover, experiment, explore, wonder, create, gain confidence, collaborate, cooperate, communicate, share, develop relationships, problem solve and have fun. We aim to develop in children: independence and stop and think skills, as well as dispositions for learning such as enthusiasm, persistence, willingness to have a go, confidence, curiosity and creativity.

We believe that there should be predictable routines in the daily structure. We allow for long, uninterrupted times for play with many opportunities for children to make choices.

We believe that every child is individual, developing at their own rate and in their own unique way. Learning is a lifelong process, shaped by experiences. The physical environment and resources are flexible and varied, containing many open ended resources. We believe that educators should be flexible when working with children; following children’s interests, sourcing resources, observing children, assisting children to enter play, providing scripts and role modelling. Educators use intentional teaching strategies such as: questioning, modelling, demonstrating, discussing, hypothesising and problem solving with children to extend their thinking and learning (Belonging, being and becoming, EYLF 2009, p. 15).

Educators are committed to their love of teaching, engaging in training and development and reflecting on what they do and why they do it. In our team environment, educators learn valuable skills and knowledge from each other.

(Reviewed February 2016)
Welcome to Modbury North Kindergarten

The Modbury North Kindergarten is a Department of Education and Child Development (DECD) Kindergarten. We provide a caring, stimulating and educational environment for your child.

Our permanent staff team comprises of

**Director:** Rachel Eberhard  
**Teacher:** Brenda Carson  
**Early Childhood Workers:** Sonya Richards

Other staff members are employed for extra support and for lunchcare.

We trust that your time at the Modbury North Kindergarten will be an enjoyable and valuable learning experience.

Eligibility

Children start kindergarten a year before school. Your child needs to be turning 4 on or before 30th April to start kindergarten at the beginning of the year. If your child turns 4 on or after the 1st May, they begin kindergarten in term 1 the following year.

Upon enrolment, parents need to provide appropriate documentation confirming the date of birth of the child being enrolled. The acceptable documentation will be:

- A passport
- A birth certificate
- Official Centrelink documentation stating the child’s name and date of birth

Children who are Aboriginal or Torres Strait Islanders or Guardians of the Minister can attend some sessions at Kindergarten from 3 years of age.

Fees

Session fees are $65 each term. A fundraising levy of $5 may be charged in lieu of fundraisers. Early each term, you will receive a yellow envelope in your notice pocket, outlining your fees owing for the term. When you pay your fee money, you will receive a receipt and your payment will be recorded. The fee money is used to purchase resources for the children to use. Term fees can be paid in cash or by Direct Debit. Account name: Modbury North Kindergarten BSB: 065 147, Account number: 1008 3603. Please quote your child’s name in full as a reference.

Lunch time care is an additional service provided by the Kindergarten to enable children to stay for a full day. A lunch time care fee is charged to cover the costs of employing ECW’s over the lunch time period. We charge $6 every time your child attends lunch care. Please pay the relevant ECW this fee each day.
## Session times

**Monday - Friday**

- **Morning session**: 8:45am - 11:45am
- **Afternoon session**: 12:30pm - 3:30pm
- **Full day**: 8:45am - 3:30pm

Children in their eligible year can access the equivalent of 5, 3-hour sessions per week.

We offer flexible session options to facilitate access to the program. Full day attendances are available but **priority** is given to working families, study or family circumstances due to the limited spaces available.

Full day attendances attract a lunch care fee to cover employing lunch time staff.

## Curriculum

Children attending Modbury North Kindergarten experience quality teaching and learning with specific emphasis on play-based learning with a strong curriculum focus on areas of oral language, literacy, numeracy and social and emotional development. The curriculum reflects and responds to the individual child in the context of the child's family and community.

All Kindergartens program using the Early Years Learning Framework (EYLF), Being, Belonging and Becoming.

The five outcomes in the EYLF are broad and acknowledge that children learn in a variety of ways.

1. Children have a strong sense of identity
2. Children are connected with and contribute to their world
3. Children have a strong sense of wellbeing
4. Children are confident and involved learners
5. Children are effective communicators

**Our Aims are:**

- To provide a safe, happy, supportive and positive learning environment for children and families
- To provide a wide range of experiences and resources catering for children's individual needs, interest, learning styles and cultural backgrounds
- To promote and support the development of children's life skills and competencies
- To provide opportunities to experience real life situations in the form of excursions and incursions at Kindergarten
We believe that children have the greatest potential for learning when exposed to concrete and real life experiences and have opportunities to interact with other children and adults.

At Modbury North Kindergarten, children's learning and development is documented in a variety of ways:

- Individual learning plans
- Photos
- Observations
- Samples of children's work
- Learning stories
- Statement of learning

The information collected is collated and presented in individual children's portfolios. The portfolios are an integral part of the kindergartens assessment and reporting procedure.

**Daily requirements**

**Clothing**

Please send your child in clothing that is Sunsmart:

- When outside, children are required to wear loose fitting clothing that covers as much skin as possible.
- Clothing made from cool, closely woven fabric is recommended.
- Tops that cover the shoulders and, if possible, collars and knee length or longer style shorts and skirts are best.

Children's clothing should be easy for them to manage themselves when they need to go to the toilet (eg. no tricky buttons, zips or belts). It should also be comfortable, non-restrictive and easy to wash. Children engage in messy activities whilst exploring their Kindergarten environment. Smocks are provided by the Kindergarten for painting. Please do not send your child to Kindergarten in thongs as these are not safe on the climbing equipment or on the swings.

**What to bring**

- A bag clearly labeled with your child’s name
- A hat that protects your child's face, neck and ears, ie. bucket, broad brimmed or legionnaire style hat, clearly labeled (as per our Sun Protection Policy). Baseball or peak caps are NOT suitable because they do not fully protect children's face, neck or ears.
- A clearly labeled drink bottle containing only water
- Medication (if required)
• A spare set of clothes appropriate for the weather (including underwear)
• Healthy food (as per our Healthy Food Policy)
  o A snack for each session
  o A healthy lunch
• Before you come to Kindergarten
  o Please ensure that you assist your child to apply sunscreen from 1\textsuperscript{st} September – 30\textsuperscript{th} April \textbf{AND} on other days when the UV rating is going to be 3 or more during the day. Staff will assist children who are staying for a full day, to apply their own sunscreen (when required) at lunchtime.

\textit{Please label all of your children's belongings and regularly check the lost property box for any lost items}

**What to do when you arrive at Kindergarten in the MORNING**

• Hang your child's bag outside on the verandah
• Leave morning snacks and drink bottles in your child's bag (unless it is really hot)
• Put lunches in the fridge, and afternoon snacks in the afternoon snack box (if your child is staying all day) - all labeled with your child's name
• Pay for lunch care - $6 (if required)
• Sign your child in
• Check your notice pocket
• Parents and caregivers are welcome to do a puzzle, read a book or do an inside activity (in the main room) with their child, until group time in the morning

**What to do when you arrive at Kindergarten in the AFTERNOON**

• Hang your child’s bag outside on the verandah
• Leave afternoon snacks and drink bottles in your child’s bag (unless it is really hot)
• Sign your child in
• Check your notice pocket
• Parents and caregivers are welcome to do a puzzle, read a book or do an inside activity (in the main room) with their child before leaving

**Lunch Care**

When your child is staying for Lunch Care they will need to bring a
- Morning snack
- Lunch
- Afternoon snack
• Leave their morning fruit/snack in their bag
• Lunches and afternoon snacks need to be clearly labelled (labels and permanent markers are available at Kindy for you to use)
• Please put your child’s lunch in the kitchen fridge
• Put their afternoon snack into the plastic snack box which is usually located on the round table in the staff area (we are keeping afternoon snacks separate due to children eating it at morning snack time or at lunch time)
• A $6.00 fee applies for each Lunch Care session (this covers the cost of employing staff for Lunch Care). Please pay each morning for your child’s Lunch Care
• Please use small lunch boxes for lunches rather than cooler bags and lunch boxes that create congestion problems in the fridge.

Please remember our “NO NUTS POLICY” when packing your child's lunch and snacks.

**Picking up Children at the end of the session**

Please pick children up from the back verandah (south) entrance. This allows staff to release children to parents or caregivers safely. Staff will not release to other people unless notified by parents. A Community Noticeboard is located in the foyer near the pick up door.

If you need to collect your child early, please let a staff member know.

**Toys**

Please encourage your child to leave their toys at home to avoid breakages and loss. If your child would like to show us something special, please show staff and children at the beginning of the session, so you can take it with you when you leave.

If your child takes home a toy or item that you think is from kindergarten, please return it ASAP.

**Absences and attendances**

Currently our staffing levels are based on the attendance of your child/ren. If we have too many children away, our level of staffing can be reduced even if our enrolments remain high. This is particularly significant in the first three weeks of every term where data is collected on children's attendance and is used to calculate staffing. Please ensure, where possible, that during these weeks your child attends all their scheduled sessions at Kindergarten.

Of course if your child is unwell then they need to rest at home until they are well. Please phone the Kindergarten if your child will be absent.
Health and Safety

Health & Medical information

While it is important that children attend Kindergarten regularly, please do not send them if they are unwell. Staff will contact parents if children become unwell at kindergarten.

Allergies or medical conditions

It is essential that you supply us with a signed medical care plan, should your child have any allergies or medical conditions.

Infectious Disease

Please notify staff if your child contracts an infectious disease. Your doctor will be able to inform you when your child can return to kindergarten.

First Aid

Staff have first aid training but will treat minor injuries only. Anything else is referred to parents so that they can contact their own doctor. In an emergency, an ambulance will be called and parents contacted. If we cannot contact you we will call your listed emergency contacts.

Medication

Staff will only give medication (eg antibiotics), that has been prescribed by a doctor and which is in the original container as dispensed from the pharmacy. We also require a letter/note from the doctor.

Children with a medical condition such as asthma will need a health care plan completed by a doctor detailing the condition, medication and any action to be taken.

In the absence of a plan, and your child is unwell, we will call an ambulance.

Food at Kindergarten

We promote and model healthy eating choices at our Kindergarten.

Food brought from home

- We encourage families to supply healthy snacks that are low in
  - Fat
  - Salt
  - Sugar
- Healthy snacks are
  - High in fibre
  - Have good nutritional value
- We encourage children to bring ONLY water to drink

We discourage the following foods:
- Fruit roll ups
- Chips
- Sweets
- Cordial and fruit boxes
- Chocolate
- Cake
- Sweet biscuits
- Drinks other than water
- **NO NUTS** - In order to ensure the safety of children who suffer from allergies to nuts, please do not provide nuts or nut products for your children while at Kindergarten. This includes: peanut butter, Nutella, muesli bars or any items that may contain traces of nuts

**Modbury North Kindergarten Policies**

Kindergartens are required to have many different policies. The Department of Education and Child Development (DECD) has developed most of our policies. Our site specific policies are:
- Sun Protection Policy
- Site Behaviour Code
- Healthy Food Supply and Nutrition Policy
- Hot Weather Policy
- Parent Concerns Procedure

These policies are on our Modbury North Kindergarten website and in the Parent Information Folder at the Modbury North Kindergarten.


### Additional services

Following consultation with the director, families may be able to access additional services for their children with a referral from staff. These include speech pathology, preschool support, psychology, general assessments and access to a Social worker.

DECD offer a bi-lingual service. The number of hours allocated to our site, depends on the number of bi-lingual children and their language needs.

Children who have special needs or very limited English skills may be able to access Early Entry (if spaces are available). Please consult with the Director.
Birthdays

We do celebrate birthdays, but ask families not to send cakes. We have a little ceremony and the birthday child receives a pencil, sticker and a pretend cake.

Library borrowing

Library books are available for borrowing. Children can borrow one library book at a time. Parents and caregivers need to fill in the details in the borrowing book. When you have returned the borrowed book, you may borrow another book.

Parent and Caregiver Involvement

Parents are encouraged to be active participants in their child’s learning at Kindy. Ways of being involved include:

- Membership on the Governing Council
- Being aware of what is happening by reading the noticeboards and newsletters, contributing ideas, resources etc
- Volunteering
- Donating resources to extend the program
- Supporting fund raising activities
- Sharing information with staff that will assist them in their work with children
- borrowing library books

Volunteers

Help is always welcome and appreciated and can be offered in a number of ways for example, cutting up resources, sewing, gardening, washing, cleaning at the end of term or working with staff and students cooking, gardening or being creative. If you would like to come in and help during sessions, then please let staff know.

PLEASE NOTE: Parent volunteers may need to have a Department of Communities and Social Inclusion (DCSI) Child-Related screening. If you are interested in volunteering at the Kindergarten, please see the Director for further information.

Governing Council

Kindergartens in SA are legally required to have a management committee. Parents are invited to join the Governing Council at the Annual General Meeting (usually held in the middle of the first term). Parents can elect for the following positions:

- Chairperson
- Vice chairperson
- Secretary
- Treasurer
- Fundraising co-ordinator
- General member

- Being on the Governing Council is not onerous or time consuming. We meet twice a term in Weeks 3 and 7 at a time that is convenient for our Governing Council members.
- These meetings are open to all families however only elected members may vote.
- It is a great way to meet other parents and learn more about your child’s Kindergarten
- You are able to participate in major decision making about the Kindergarten
- Be involved in fundraising which supports us in providing those extra resources that we would not otherwise afford
- Our Kindergarten Committee manages the contracts for vital things including cleaning, gardening and accounting.

**Parent Concerns**

As a staff team we pride ourselves in being available to talk 1:1, in a confidential manner on concerns that you may have regarding your child/ren’s time at kindergarten. You can talk to us at the beginning or end of session, ring to have a chat or make an appointment to discuss any concerns. Please see our Parent Concern Procedure for more information.

**Enrolling your child at school**

The schools that many of our students go to are:

- East Para Primary School, 12 Caroona Avenue, Para Hills, 8264 3944
- Modbury West Primary School, 450-474 Wright Road, Modbury, 8265 0900
- Modbury School P-Year 7, 2-18 Golden Grove Road, Modbury North, 8264 2027
- Good Shepherd Lutheran School, 388 Montague Rd, Para Vista, 8264 7966
- Prescott Primary - Northern, 354 Wright Rd, Para Vista, 8396 2577

It is your responsibility to enrol your child in a school. Please let staff know which school your child is going to attend.