



Barmera Kindergarten

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Barmera Kindergarten Parent Information Booklet

2018



Welcome

A very warm welcome is extended to you and your family from the staff of the Barmera Kindergarten. This booklet has been prepared to answer some of the questions and queries you may have. We hope you will view the kindergarten as an extension of your home and that you'll share with us in the development of your child through the preschool years.

Statement of Philosophy

Our Statement of Philosophy (included in this package) provides our goals for preschool education at Barmera Kindergarten.

2017 Staff:

Director: Amy Hunt
Teachers: Julie Plush, Coralie Dixon
ECW's: Sally Perry, Angela Psarakis, Katie Kassulke, Teena Doupis
Occasional Care: Katie Kassulke, Angela Psarakis,

Support & Bilingual staff work at the kindergarten when required.
Please refer to outside notice board for photos of current staff members.

Services Offered

Sessional Kindergarten:

Children are entitled to 15hrs of kindergarten a week, at Barmera Kindergarten we offer these hours over 5 full days per fortnight. By the end of the year you will know your child's days for 2018.

Monday – Thursday: 8:45 – 3:00
Friday: 8:45 – 1:45

Sessions are allocated by the Director, in collaboration with families.

Occasional Care:

At Barmera Kindergarten we offer Occasional Care on Friday mornings (9:30 – 12:15). Bookings are accepted from 9:30 on Monday morning prior to the Friday session. (Permanent bookings cannot be made).

Fee Structure: \$5 per session for one child
\$2.50 if a valid Health Care Card is presented

Families with more than one child attending the same session, pay a sibling fee of 50% for second and subsequent children.



Children's Book Library: A library is available for children to borrow books. Cloth library bags need to be provided or you can purchase one from kindy for \$10.

Parent Library: We have a range of resources available for parents/carers to borrow. Topics include a range of child rearing issues, information related to schools in the region and other services provided by DECD, some helpful links can also be found on our website www.barmerakgn.sa.edu.au

Pre-entry: We aim to offer Pre Entry during Term 4, the term before children start the following year, however this is determined by current enrolments and site capacity.

Fees: Fees are set by the Governing Council and help to meet the running costs of the centre, including equipment and consumables used by the children.

Currently \$70 per term

Centrepay is available.

Fees and fundraising money contribute to a major part of the kindergarten income.

All monies paid into the kindergarten need to be put into a labelled envelope and posted into the kitchen bench letterbox. Please make sure you tender the correct money. All parent cash payments are receipted.



Programming & Philosophy:

We believe that our kindergarten facilitates the development of life skills and competencies. Our safe, caring environment enables us to provide challenging and enriching, child initiated experiences where children develop and learn through play, according to their individual needs and interests.

Kindergarten staff use the *Early Years Learning Framework for Australia* as a curriculum guide, which fosters learning dispositions.

The Learning Outcome Areas are:

- Children have a strong sense of identity
- Children are connected with and contribute to their world
- Children have a strong sense of wellbeing
- Children are confident and involved learners
- Children are effective communicators.

We also have a strong focus on Literacy and Numeracy.

During your child's time at kindergarten, staff will observe & note his/her progress and plan for their future development. Ongoing observations and assessment will be undertaken during your child's time at kindergarten and information gathered from these will be shared with you on a continual basis.

We welcome any input from you regarding your child's needs. Learning goals will be established for each child, giving them an individual focus. Each kindergarten child has a learning journal which enables staff to collect learning stories and other works related to your child's year at kindergarten.

Governing Council:

Barmera Kindergarten is affiliated with the Department for Education and Child Development (DECD) and managed by parents serving on the Governing Council. We encourage as many parents as possible to join our Governing Council. Members are elected at the Annual General Meeting held early in the year and meetings are twice a term, usually at night. Members are required to have a current criminal history clearance.

The governing council is responsible for

- Overseeing the financial management of the kindergarten and fundraising.
- Informing the parent body of all related issues, to enable discussion and endorsement.
- Development of policies.
- Endorsing the Quality Improvement Plan and Annual Report.



Parent Responsibilities:

Please wait with your child if you arrive before session time, as staff will be busy preparing for the day. The gate will be *unlocked at 8:45am*, for your child's safety please come into the kindergarten with them and make sure that staff are aware of your arrival.

Please make sure that your child is delivered and collected at the appropriate times. If you are unavoidably delayed, please telephone as soon as possible so that your child can be reassured. Should you arrange for somebody other than yourself to collect your child, it is necessary that both child and staff are told.

If you change your address, your family situation, or change your mind about which SCHOOL your child will attend, please let the Director know as soon as possible.

Please notify staff if your child is sick, especially if they are suffering from an illness that can be transmitted to other children, eg: conjunctivitis, measles, school sores etc or if your child is going to be away for a number of sessions. If your children has suffered from diarrhoea or vomiting they need to stay away for another day following their last episode.

Parent Participation:

We invite you to become involved in whichever way you feel comfortable, Governing Council, helping in the garden, supporting with walks to the library or driving the bus to bush kindy etc.

Parent Note Pockets:

Each child has a named pocket in which newsletters, notices, invoices etc are placed. Please check regularly.

Washing and Gardening Roster:

We rely on parent help for the washing of smocks, towels etc. and tidying our yard. A roster is drawn up each term and your help with this task will be greatly appreciated.

Excursions:

For children to accompany the kindergarten on "long" excursions involving transport, separate consent forms will be issued and you will be required to sign this form giving your child permission to go.

For walking excursions we will attempt to display a notice informing you of the planned walk, and reassure you that children will be appropriately supervised at all times. Please let the staff know if you do not wish your child to participate.



Health Care:

It is now a requirement that children attending kindergarten who need medication during the day (even a once off) **MUST** have the medication prescribed by a doctor and have the child's name on the medication. A medication authority form must also accompany the child's medication signed by the authorising doctor (Barmera Medical Centre has copies of this form). Medication must be given to staff not left in the child's bag.

Any child with an ongoing medical condition **MUST** have a **HEALTH CARE PLAN** completed on enrolment to ensure everyone's responsibilities are clearly defined. See the Director if you have any further queries.

First Aid:

At times children have accidents at kindergarten. Staff have up-to-date first aid training and they take great care when dealing with your child. When an incident occurs that requires first aid staff will place a First Aid note in your parent pocket informing you of the staff member responsible for your child's care. At Barmera Kindy we believe in encouraging children's resilience and to support this we will not record every single, minor scratch. Staff will contact you immediately if it is an incident of greater concern. Please ensure your contact details are kept updated.

In an emergency situation an ambulance will be called. Ambulance cover is available from your local St. John Ambulance Centre.

Dental Care:

All children attending kindergarten are eligible to access the school dental service.

Contact Riverland Oral Health Centre - Berri on 8580 2700 for an appointment.

Child and Youth Health:

These screenings are conducted throughout the year for children prior to school entry. This screening includes some aspects of general development, hearing, physical and sight. Parents will be notified for appointments. For further information about this service contact your local Child and Youth Health Clinic:
Ph: 8582 2666.



Clothing & Lost Property:

We would prefer that children **do not** come to kindergarten wearing thongs, crocs, rubber boots, long dresses or high heels. These items of clothing can cause accidents while climbing or running.

Getting "dirty" is part of kindergarten business so **please** dress your child accordingly. Children's play and hence development, can be affected by concerns related to getting "dirty".

Clothes need to be easy for children to manage when going to the toilet. As we encourage independence, children need to be able to manage **their own clothes**. Please name all clothing, particularly shoes, hats, lunch boxes and water bottles.

All articles of clothing that have been misplaced may be found in the lost property basket.

Most of the paints used at kindergarten are non-staining. Use cold water when washing.

Mandatory Reporting:

As teachers and carers of children we are legally obliged to report any suspicious incidence of child abuse (physical, emotional or neglect).

Confidentiality:

Kindergarten staff respect confidentiality in all matters pertaining to children and their families.

Kindergarten Polo Shirts and Hats:

A range of kindy uniforms are available for purchase, including hats, polo shirts and windcheaters. Please see staff if you wish to purchase uniforms.

Celebrations:

Celebrations are an important part of our communities, families and therefore children's lives. They promote a sense of belonging and positive self esteem and can be celebrated in a variety of ways. The staff endeavour to celebrate each child's birthday at the kindergarten, however we do ask parents to remind us so that we do include the celebration during the day.



What to bring to kindergarten:

- All children are asked to bring a clearly named bag to put their belongings in and a named broad brimmed hat.
- A piece of fruit or vegetable for fruit time and a nutritious lunch. Please refer to the healthy eating pamphlet and healthy eating policy. Lunch boxes are kept in the refrigerator during the day.
- Children are asked to bring their own drink bottle filled with water, which can be refilled.
- Staff also discourage children from bringing toys to kindergarten- they can easily be lost or broken.

Collecting Materials:

We encourage parents to send along materials for children's construction activities such as clean empty boxes, wool, material scraps, corks, greeting cards, old wrapping paper, wood off-cuts for hammering, storage containers (margarine & ice-cream), gum nuts, shells etc. Items **not** accepted are toilet rolls, match boxes, cigarette boxes.

School Transition Program:

With our feeder schools we have set up transition programs designed to make transition from kindergarten to Junior Primary a gradual and positive experience for the child and family.

You are asked to enrol your child at the school of your choice at least 6 months before your child starts school. Please let us know if you change your mind regarding your child's school.

Enrolment forms are available from the schools.

For further information and enrolling procedures please contact the following schools.

- Barmera Primary School ph. 8588 2198
- St Joseph's Barmera ph. 8588 2154
- Cobdogla Primary School ph. 8588 7131
- Glossop Primary School ph. 8583 2386
- Kingston-On-Murray Primary School ph. 8583 0239
- Monash Primary School ph. 8583 5361
- Rivergum College ph. 8583 2304
- Moorook Primary School ph. 8583 9284



Behaviour Management Policy:

Our behaviour management policy has been developed to ensure that all children attending this kindergarten have the right to feel safe and to practise appropriate behaviour to other children and staff in the learning environment of our kindergarten. Please read policy for further details.

Special programs

We offer a number of special off site programs throughout the kindergarten year, before your child participates in these you will be required to sign a permission form and these do come at an additional cost to help cover the expense of transport.

Nature Kindy: This program occurs during Term 2 & 3, during Term 2 at North Lake Caravan Park and in Term 3 at Rockies (bush land opposite the field day site). Children will have an opportunity to attend this program once a week. During Nature Kindy children have an opportunity to explore and enjoy the natural environment and direct their own learning free from toys. By running this program at two different locations children are exposed to and have an opportunity to learn about two different ecosystems and experience different learning opportunities in both.

WASP (Writing and Sensory Planning Program): This five week program enables children to develop their fine motor skills. WASP is offered at St Joseph's Primary School and co-ordinated by St Joseph's staff; a staff member from kindy attends and supports this program.

Emergency Procedures

Once a term we practice either an invacuation or evacuation so children are aware of what to do if there is an unsafe situation inside or outside at kindy. A note will be placed on the whiteboard at the end of the day so families are aware that this has occurred.

We hope you and your family will enjoy your time at the Barmera Kindergarten. Please feel free to discuss your child's progress with the staff at any time- informal, appointment, telephone or email.