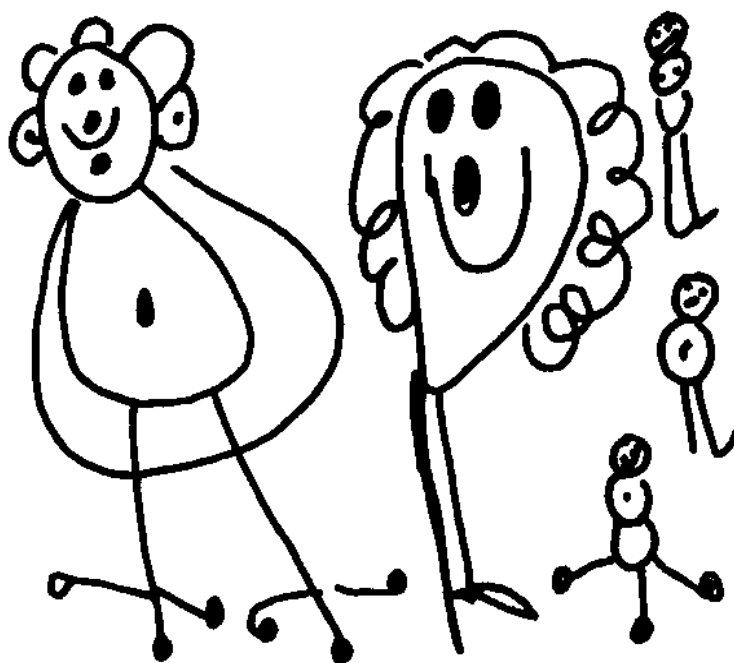


# Warradale Kindergarten Information Book



# 2018

## Warradale Kindergarten

Cnr Cairns Ave and Wyndham St, Warradale SA 5046

Phone: 08 8296 1035

Fax: 08 8358 1815

Email: [dl.3698.leaders@schools.sa.edu.au](mailto:dl.3698.leaders@schools.sa.edu.au)



Government of South Australia

Department for Education and  
Child Development

## ***We are delighted that you have chosen our Kindergarten and hope that you will soon feel at home here.***

This is your community Kindergarten and we look forward to working together with you and your child. We aim to create an environment in which children will have happy, safe and stimulating learning experiences to develop their confidence and independence. We endeavour to foster a joy of learning by planning a variety of 'play based' experiences to interest and challenge children.

Warradale Kindergarten offers children 30 hours of preschool per fortnight. We have 2 groups of children.

**Group 1** attends Mondays and Tuesdays from 8:30 – 3.00 as well as alternate Friday mornings 8.30 – 12.30 (odd weeks).

**Group 2** attends Wednesdays and Thursdays 8.30 – 3.00 as well as alternate Friday mornings from 8:30 – 12.30 (even weeks).

### **INCLUSIVE PRESCHOOL PROGRAM**

Warradale Kindergarten Inclusive Preschool Program (IPP) will support preschool children who are Deaf or Hard of Hearing to optimise their learning outcomes within a localised preschool setting, who are eligible to access full time sessional preschool.

This will be an Auslan Bilingual program where spoken English and Auslan (Australian Sign Language) are used simultaneously. The program will provide a language rich play environment for children who are deaf and children from deaf families, providing a strong foundation through Auslan and English to develop communication, early literacy and numeracy, social interactions and relationships.

The Inclusive Preschool Program provides families with a preschool education option for their child that is both local, and has specialised educational expertise and engagement with the Deaf community.

Inclusive educational provision is viewed as programs where:

- children with special rights are provided with an educational environment and program that allows them to maximise their learning opportunities
- the child is central to the educational process
- the focus is on the provision of what children need to enable them to engage with the curriculum
- the curriculum is differentiated to ensure relevance and where children with special rights have access on the same basis as their peers.

Children may be referred to this program by the family, preschool director and/or early intervention services, Student Support Services or other support agencies. In determining whether a child will be offered a place in the IPP, an intake panel will consider all referrals and recommends placements on a needs basis.

Inclusive Preschool Programs are part of a state government policy to promote social inclusion and reflect the Department for Education and Child Development's commitment to early childhood intervention and inclusive education.

### **Quality Preschools provide Education and Care and need a positive and active partnership between Parents and Educators**

**Warradale Kindergarten is a DECD (Department of Education and Child Development) Centre and part of the public education system, South Australia**

***DECD supports preschools and provides the educators to work within preschools.***

***DECD can also arrange support staff and services to kindergarten age children with special needs, and to their families. Staff can also arrange for you to have access to **bilingual support, speech pathology, social/family workers, psychologists, and special education.** If your child has additional needs or you have any concerns about their development please speak to the Director.***

## Starting Kindergarten

Starting kindergarten can be an exciting time full of possibilities and adventures for both the kindy child and their family, but for some children it can also be a source of anxiety.

For many children coming to kindergarten it may be the first time they are away from their family. Kindergarten is a new and unfamiliar environment; there are many new faces, routines, rules and a lot of new things to learn.

There are a number of things that you can do to support your child's transition into kindergarten. Being familiar with the kindergarten gives your child a greater sense of comfort and what to expect on their first day,

Talk generally and positively to your child about kindergarten and some of the things they might do, particularly related to their interests. You may want to share your own positive kindergarten experiences, "When I went to kindergarten my favourite thing was to play on the swings". Sometimes talking about kindergarten too much can become overwhelming and create anxiety, keep it general and take your child's lead.

There are a number of children's story books about starting kindergarten. Reading books is a nonthreatening way of introducing the topic of starting kindergarten and providing reassurance.

Creating a morning routine helps support your child's transition into kindergarten, it provides predictability and a sense of security. Involve your child in the routine supporting them to pack their own bag, get dressed etc. Allow enough time and keep the routine calm.

Have a goodbye plan, many children will want to say goodbye before they are even out the car, but other children will need more support. It is vitally important that you involve your child in creating the plan and that you say goodbye, rather than sneaking out. Your plan might be, "We will have a little play inside and then I will give you a special hug; what would you like to do together?"

If you think your child will require support when saying goodbye, please let an educator know before you say goodbye so we can be with your child. Say "goodbye, I will pick you up at the end of the day" once and leave quickly. Saying goodbye multiple times or saying goodbye and not leaving is confusing and teaches your child that you say one thing, but do another. While as a parent it can be heartbreaking to see your child upset, once you have said goodbye it is important that you follow through on this, the longer you stay the more stressful the situation becomes for everyone. More often than not children settle quickly with the support of the educator and have generally stopped crying before you are even back in the car!

If you are concerned about your child please ring us to check on them, don't try and peak through the gate or window. Rest assured if your child is upset for an extended period of time and unable to be consoled we will call you.

Please never leave your child without saying "goodbye", while it may seem like a good idea to leave while they are happy and to not upset them, once they realise you are gone it is very frightening. Children can feel a sense of loss and abandonment, they will learn that you can't be trusted and will be anxious about coming to kindergarten the next time.

If your child is happy for you to leave please let an educator know that you have said goodbye so we can keep an eye on your child. Sometimes children are happy for you to leave, but a few moments later realise what this means and try to follow you out of the gate.

Never leave your child in the kindergarten yard or just inside the gate. The mornings are very busy times at kindergarten and if educators don't know that your child has arrived we can't ensure their safety. Please ensure you bring your child inside once the kindergarten day has started, this routine assists in create a sense of security and predictability and supports educators in providing a safe environment.

If your child is anxious about attending kindergarten or doesn't want to come, please talk with us. Together we can make a plan to support you and your child. We want coming to kindergarten to be a positive experience for everyone.

# Learning at Kindergarten

***Play is the vehicle through which young children learn.***

Through their play, we encourage independence, respect for self / others / the world around them, problem solving, critical thinking and self discipline - and provide opportunities for the children to be creative, make choices, investigate, invent, explore, problem-solve, communicate, verbalise, question, socialise, use their imagination and, most importantly, develop a positive self esteem.

***“Play can integrate all aspects of life and significantly influence children’s social, emotional, physical, intellectual and creative growth”.***

*..... from “Planning for Learning” DECD Curriculum document*

Kindergarten age children are learning through all the interactions, experiences and routines that are part of their day. The **Belonging, Being and Becoming (Early Years Learning Framework)** provides us with the programming framework on which we base our planning.

There are 5 main outcomes which are: **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.**

Kindergarten promotes a sense of security, safety and optimism through routines and opportunities to participate and contribute. We provide choices, resources, space and time for children to explore understandings and feelings while nurturing other interests.

## **LEARNING CONVERSATIONS / INFORMATION SHARING**

*Please inform staff of any concerns that you may have. We like to work with families as you are the most important people in your child's life. If your child has experienced some trauma (e.g. death of a family member or pet, divorce) it is advisable that you inform staff so we can assist your child. All information is kept confidential. We love to hear good news stories as well. Staff are available to talk to you about your child (learning conversations). Please make an appointment or catch us at the beginning or end of a session.*

## **Numeracy & Literacy in Our Program**

Numeracy and literacy are essential everyday life skills that begin to develop from birth and continue to develop throughout life. We know that numeracy and literacy are far more than counting and learning the alphabet.

The Early Years Learning Framework defines Numeracy and Literacy as:

**Numeracy** is the capacity, confidence and disposition to use mathematics in daily life. Children bring new mathematical understandings through engaging in problem solving. It is essential that the mathematical ideas with which young children interact are relevant and meaningful in the context of their current lives. Spatial sense, structure and pattern, number, measurement, data argumentation, connections and exploring the world mathematically are the powerful mathematical ideas children need to become numerate. (EYLF p. 38)

**Literacy** is the capacity, confidence and disposition to use language in all its forms. Literacy incorporates a range of modes of communication including music, movement, dance, storytelling, visual arts, media and drama, as well as talking, reading and writing. Contemporary texts include electronic and print-based media. In an increasingly technological world, the ability to critically analyse texts is a key component of literacy. Children benefit from opportunities to explore their world using technologies and to develop confidence in using digital media. (EYLF p. 38)

From 2016 kindergartens will use the “Indicators of Preschool Numeracy and Literacy in government preschools” to inform their planning and teaching and to monitor children’s numeracy and literacy development.

The indicators recognise that all children come to preschool with numeracy and literacy capabilities, which they demonstrate in their own unique way. They provide significant identifiers of children’s numeracy and literacy learning and development at preschool.

The indicators: describe how a child sees, interacts with and explores their world; identify aspects of numeracy and literacy learning that can be observed in the day to day learning context of a preschool; are interconnected and not sequential.

Our focus at Warradale Kindergarten is to support children to enhance their Numeracy and Literacy development through play based experiences.

## Relationships

*At Warradale Kindergarten our biggest focus is building strong, reciprocal relationships with families and children. We understand the importance of working together to best support children. We have an open door policy where you are welcome to pop in whenever you like.*

*We value working in genuine partnerships, where families and educators:*

- ♦ *Value each other’s knowledge of the child*
- ♦ *Value each other’s contributions to and roles in the child’s life*
- ♦ *Trust each other*
- ♦ *Communicate freely and respectfully with each other*
- ♦ *Share insights and perspectives about the child*
- ♦ *Engage in shared decision making*

(Early Years Learning Framework, p. 12)

***Warradale Kindergarten provides education and care for eligible children in the year before they commence school, through a developmentally appropriate play based curriculum (based on the Early Years Learning Framework).***

The Kindergarten environment is safe, caring and stimulating. Opportunities that promote learning will be given to allow children to practice a variety of skills through a wide range of activities and experiences that:

- take important foundation steps towards literacy and numeracy
- foster children's self esteem and help them gain confidence and a sense of achievement
- value children as individuals within the context of their family and cultural heritage – we actively value diversity and promote anti-bias attitudes
- create an environment which is child centred, adult supported and both physically and emotionally safe
- provide time for active exploration and manipulation of the environment
- develop and learn skills with hand, body and mind
- develop social relationships with other children and adults, and improve communication skills
- help children to accept group rules
- develop conflict resolution and negotiation skills
- encourage independence (self-help skills) and contributions to the group
- promote observation, questioning and the organisation of knowledge
- encourage curiosity, enthusiasm and enjoyment of new experiences
- provide a variety of high quality resources and materials
- enrich social experiences through excursions/visiting displays/entertainers

***HELP US COLLECT AND RECYCLE LOTS  
OF ODDS AND ENDS***

*We collect all sorts of bits and pieces e.g. clean milk cartons for paint containers, boxes for pasting, all sorts of odds and ends that would be safe for children to use on the collage table. We also use small pieces of wood. If you have any of these items please bring them to kindergarten and give to a staff member. **Please do not send toilet rolls, medicine containers or glass jars.***

## ***Parent Contributions***

*Parent Contributions (fees) are set by the Governing Council and help the Kindergarten meet some of the running expenses of the Centre. Invoices are issued early each term. **EFT (Internet Banking) is the preferred method for payment.** If using cash, please send place money in an envelope with your child's name and what the money is for marked on the outside. Please send correct amount of money as we are often unable to issue change. Please place them in our money slot. Receipts will be placed in communication pockets once a fortnight.*

**Sessional Kindergarten:**                      ***\$180 per term***

## **WHAT TO BRING TO KINDERGARTEN**

- ♦ **Named** Kindergarten bag
- ♦ **Named** hat
- ♦ **Named** Water Bottle
- ♦ **Named** Change of clothes- include underwear and socks
- ♦ Snack
- ♦ Lunch

### **CLOTHING**

Please name any items of clothing that might get taken off so they can be returned to you. Encourage your child to wear clothing which they can manage themselves, so they can go to the toilet without having to find help before hand. Children at kindergarten need to wear practical play clothing suitable for active and sometimes messy play - so they are able to climb, run, paint etc. We do provide smocks to try and protect clothing from paint but it is better if new or special clothes are not worn to kindergarten. Appropriate footwear is encouraged. Thongs, ugg boots and some slip-on shoes are dangerous for climbing and running and are not appropriate for kindy. Please check lost property regularly

### **FOOD AND NUTRITION**

Healthy eating helps young children to grow strong bodies, develop normally and reach their potential for learning. Children mainly learn eating habits from their parents and other people in whose care they are. These habits learnt during childhood tend to continue into adulthood. As young children cannot select and prepare food for themselves, the adults in the child's life become responsible for making healthy food choices for them.

### **SNACK GUIDELINES:**

- *Families are encouraged to supply fruit and vegetables at snack time.*



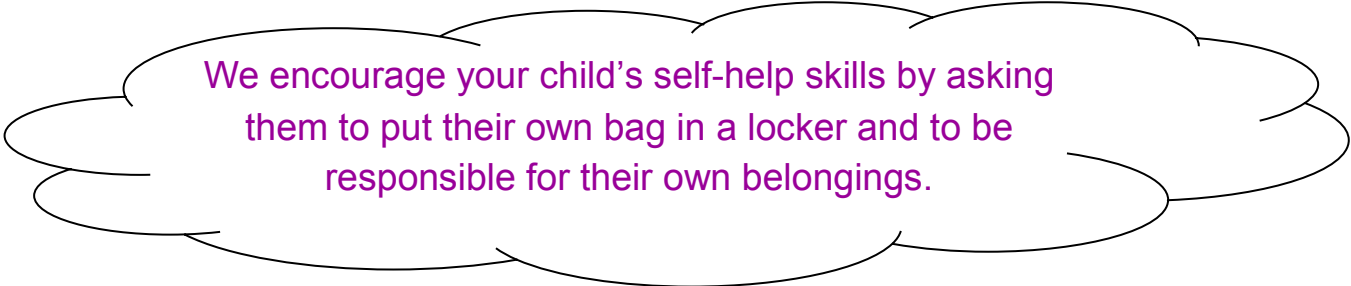
## **LUNCH GUIDELINES**

- *Children should bring a balanced healthy lunch. Suggestions include healthy sandwich, fruit, salad, vegetables, cheese, yogurt, dried fruit, savoury biscuits, wraps, beans, rice, cold rolls, healthy leftovers.*
- *Children should have a separate container for their lunch and this is to be placed in a green esky. If food needs to be kept cooler please supply a cold pack in their lunch box.*

## **WHAT NOT TO BRING**

- *Please do not bring items that are high in sugar and salt, such as soft drinks, cakes, lollies, flavoured milk, chocolates, chips, muesli bars, fruit bars. These foods are not suitable for kindy.*
- *Please limit foods with preservatives and artificial colourings.*
- *Foods that contain nuts.*

**Please note we are a nut aware kindergarten. Therefore no nut products are to be at kindy. This includes peanut paste, nutella and muesli bars.**



*We encourage your child's self-help skills by asking them to put their own bag in a locker and to be responsible for their own belongings.*

## **GENERAL INFORMATION**

### **Absences, Illness and Infections**

*Please let us know if your child will be absent or away on holiday during the term. Please call as early as possible if your child will be absent for the day.*

*To help stop the spread of infection please keep children home if unwell (and for 24 hours after vomiting or suffering diarrhoea) and please advise the Kindergarten. Staff may be able to give you information about infectious periods for common illnesses, however you may be asked for a letter from your doctor saying that your child is able to attend kindy. If your child falls ill during a session or if staff feel children are too unwell to be at kindy parents will be rung to collect their child. This is in the best interests of the child and others at kindy. **If you feel your child is unwell please do not send them to kindy even if they insist.***

### **Accidents and injuries**

*When children are hurt we encourage them to seek help from an adult at kindy so we can assist and administer first aid. Parents will be informed via a phone call if the injury is concerning us or if they need medical assistance. Other injuries will be informed at the end of the session. Occasionally children will hurt other children as they are still developing social skills, emotional regulation and how to deal with conflict. Staff take this very seriously and follow our behaviour management policy.*



## **Arriving / Departing**

*Come inside and sign your child in. Make sure that the adult bringing the child to kindergarten takes him/her inside the building, not just says goodbye at the gate. If your child is experiencing separation anxiety please make sure that they are left with a staff member.*

*If your child is to be collected by someone other than the usual person please let the staff know and write the information in the notes section next to your child's name on the sign in sheet. We will not allow children under the age of 16 to pick up children.*

*If an emergency arises and you are unable to collect your child on time please ring us so that we can reassure your child.*

*When arriving and departing the centre please **only let children in your care through the gate.** Please do not allow children to open the safety latch on the gate. This must always be an adult's responsibility.*

## **Birthdays**

*We celebrate the children's birthdays by singing 'Happy Birthday', and the child having the opportunity to wear the special birthday hat and jacket. Please do not bring in cakes or lollies. We will allow a small platter of fruit to share at snack time .*

## **Changes to information on Enrolment Forms**

*If any of the information you provide on your child's **Enrolment Form** needs updating please let us know as soon as possible. We need current health plans, custody information and contact numbers.*

## **Communication**

*All families are allocated a communication pocket for notices, invoices, excursion notes etc. Please read these. Other information will be forwarded via email. We aim to keep the lines of communication open by keeping you up to date and informed. Information regarding current happenings, fundraising and other community events are displayed on the Community Information Board or on the whiteboards as you enter kindergarten.*

## **Confidentiality**

*We respect all the information that you give us about your family or child. This will remain confidential at all times. We also ask that you respect all children and family members at the kindy and refrain from discussing them with others.*

### **Can you help??**

*Please assist us in volunteering to occasionally wash smocks, tea towels, dressing up clothes, etc. Occasionally things need to be mended or fixed and if you are able to help with this please let us know.*

## **Cooking**

*As part of our curriculum we often do cooking with the children. Please inform us if there are any foods your child can not eat due to cultural, religious or health reasons.*

## **Early Arrivals & Late Collection of Children:**

*The time before and after sessions is valuable time for the staff team to ensure the environment is safe, prepare activities, carry out administrative tasks, discuss children etc. Parents are actively encouraged to keep to arrival and collection times. Families who arrive early are to stay with their child until starting time of kindergarten. Children should be collected promptly at the end of session times. Should an emergency arise the kindy should be telephoned so your child can be reassured. Unadvised or frequent late collections will be charged a late fee of \$15 per 15 minutes at the discretion of the Director.*

## **Policies**

*To see all of the policies and procedures for Warradale Kindergarten, please feel free to have a look through our policy folder.*

## **Raising a Concern or Complaint**

*We hope that your time at Warradale Kindergarten is a happy and rewarding experience. We believe positive relationships and communication is the key to effective relationships. Should a problem arise that you feel the need to resolve with our staff, please let us know, the first person to speak to is always the educator or Director. In almost all cases, parents together with the educator and Director, the issue will be resolved.*

*All concerns are taken seriously and treated respectfully. In the unlikely event that the issue cannot be resolved at the kindergarten you may wish to raise your concern with the Education Complaint Unit - Phone: 1800 677 435; Email: [DECD.EducationComplaint@sa.gov.au](mailto:DECD.EducationComplaint@sa.gov.au)*

## **School**

*It is your responsibility to enrol your child at the School of your choice. Different Schools have different enrolment requirements so contact the School you would like your child to attend. It is always best to enrol your child early at the school of your choice. You may also like to make an enquiry about the School transition visits (which usually happen in the term before children are due to commence School).*

## **Toys**

*Please encourage children to keep their toys at home, to avoid the risk of having them damaged or lost and hence causing distress to your child, yourself and staff. Toys from home often cause conflict and distraction between children and have an impact on your child's participation in the planned curriculum. We have plenty of exciting and stimulating toys and equipment at kindy.*

## How can I be involved?

*Parents and friends are very welcome to be involved. Your involvement will help to make the Kindergarten a better community service (e.g. - join the Governing council, spring cleaning, or take part in fundraising events). You may have a special talent that you would like to share, or you may like to help at clean-up time at the end of sessions. You may be willing to take on a special responsibility e.g. gardening, cleaning, or cooking roster. Special tasks need to be done from time to time so watch for requests for help – usually via the entrance whiteboard or newsletters. The staff are very appreciative of all support.*

A Governing Council Committee is elected each year, and being a member is an ideal way to become involved in your child's learning environment. The Governing Council Committee is made up of the Director, Staff representative and interested Parents - who assist in the efficient management of our Kindergarten. We depend on the involvement of parents for our smooth operation and high quality programs.

You are always welcome to attend meetings and we hope that you will become involved. Meetings have a formal agenda but we also share a glass of wine or coffee. We encourage companionship, respect and fun. It is a good way to meet people and learn a little more about what happens at the Kindergarten.

Meetings are held on two evenings per term at the Kindergarten to discuss matters related to the operation of the Centre.

You have the choice to participate and be actively involved in:

- \* Management and administration of the Kindergarten, and contributing ideas regarding the service provided to our community
- \* Financial management and fundraising.
- \* Planning for facilities and resources, and the maintenance and improvement of building, grounds and equipment
- \* Curriculum and policy development
- \* Development of site plans and improvement documents
- \* Involvement in planning for special events and celebrations
- \* Networking with other parents

Through local management this Kindergarten community can fulfil a shared responsibility for the delivery of high quality learning for EVERY child.

**SPEAK TO STAFF IF YOU ARE INTERESTED IN JOINING THE COMMITTEE.  
WE WOULD LOVE TO HAVE YOU...**

## Did you know....

### ***We have a family library with a variety of resources.***

There is a parent library with books to borrow e.g. child development, pregnancy, emotional development, parenting, behaviour management etc. They are situated on the lockers near the sign in desk. Books can be borrowed for a month.

There is also a children's library with a variety of Literacy and Numeracy packs for children available to borrow. The Library is in the sign in room with the packs hanging up on a stand and the larger puzzles are underneath. Please have a look through the family library and feel free to borrow a pack and take it home for a week to explore as a family.

Please record all loans in the borrowing books and also let us know if there is something missing or broken so that we can replace it if necessary.

**Educators welcome your participation in our program and we firmly believe that education is a partnership between home and preschool. We aim to maintain a friendly and welcoming atmosphere for children, families and staff.**

**Please feel free to contact us at any time on 82961035 or email [dl.3698.leaders@schools.sa.edu.au](mailto:dl.3698.leaders@schools.sa.edu.au)**

**We hope that you and your child will have a rewarding time with us at Warradale Kindergarten.**