Parks

Children’s Centre
for Early Childhood Development and Parenting

PARKS CHILDREN’S CENTRE PRESCHOOL
Information Book

Trafford Street, Angle Park, 5010
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Fax: 8268 3365

Our Philosophy:
We believe that all children have the right to belong, learn and develop lifelong skills in a supportive, safe, nurturing, respectful environment. We will best achieve this by working in partnership with families and other agencies and by providing a curriculum that is relevant, engaging and fun!
Welcome to Parks Children’s Centre Preschool.

Our Staff:

Dianne Krieg – Director and Nominated Supervisor.
Dianne has a Diploma in Early Childhood Education

Felicia (Flick) Rasheed – Inclusive Preschool Program Teacher and Certified Supervisor.
Flick has a Bachelor of Arts, Graduate Diploma Education (primary) and Graduate Certificate in Disabilities Studies (autism)

Kaity Adams – Preschool Teacher and Certified Supervisor
Kaity has a Bachelor of Early Childhood Education

Julianne Williams – Occasional Care Coordinator and Certified Supervisor
Julianne has a Diploma in Community Services (Child Care)

Rae McGrath – Inclusive Preschool Program Early Childhood Educator
Rae has a Diploma in Children’s Services

Sharon Brandt – Early Childhood Educator
Sharon has a Certificate 3 in Children’s Services

Sinh Nguyen—Bilingual Worker/Early Childhood Educator
Sinh has a Certificate 3 in Children’s Services

Karina Dodds – Administration

Carlye Bowden – Community Development Co-ordinator (3 days)
Carlye has a Bachelor of Applied Science, Recreation, Planning and Management

Amy Reynolds—Community Development Co-ordinator (2days)
Amy has a Bachelor of Applied Science in Human Movement

Catherine Opitz—Family Services Co-ordinator
Catherine has a Bachelor of Social Work
Service Provider:
Our service provider is the Department for Education and Child Development (DECD). We are part of the Inner West Partnership group within DECD. The Educational Director is located at the Flinders Park District Office and can be contacted on 84167333. Further information about DECD programmes and services is available on the web at www.decs.sa.gov.au. Our service is regulated under The National Quality Standard. Details of our regulatory authority are below:

Education and Early Childhood Services Registration and Standards Board of South Australia

Website: www.decs.sa.gov.au/childrensservices/
E-mail: nationalqualityframework@sa.gov.au

GPO Box 1811
ADELAIDE SA 5001
Phone: 1800 882 413 (toll free)

National Quality Standard (NQS)

Every centre in Australia is accredited regularly against the NQS. Currently we are rated as—Provisional—not yet rated under the National Quality Standard. This assessment is against the following:

- Educational programme and practice
- Children’s health and safety
- Physical environment
- Staffing arrangements
- Relationships with children
- Collaborative partnerships with families and communities
- Leadership and service management
**Curriculum**
Our curriculum is responsive, engaging and fun for children. We are inclusive of all children and build on each child’s prior learning through play based activities. We work in partnership with families and other professionals to achieve the best outcomes for each child.

Children’s assessment is mapped against the learning outcomes in our curriculum document called, The Early Years Learning Framework for Australia. Those outcomes are below:

- 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

**Assessment and Reporting**
We regularly review children’s learning during their time with us. This is largely based on our observations of their learning, information from families and other professionals and samples of their work. Family interviews with staff are conducted at the end of terms one and three. A summative report is compiled for each child at the end of their preschool year, which is sent to their school. The most valuable form of feedback is the incidental exchange of information between families and teachers. Accordingly, we encourage you to keep us up to date with your observations about your child’s learning.
WEEKLY PROGRAM

<table>
<thead>
<tr>
<th></th>
<th>Mornings</th>
<th>Afternoons</th>
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</thead>
<tbody>
<tr>
<td><strong>Monday</strong></td>
<td>Preschool 8:45am to 11:45am</td>
<td>Preschool 12:00pm to 3:00pm</td>
</tr>
<tr>
<td><strong>Tuesday</strong></td>
<td>Occasional Care 8:45am to 11:45am</td>
<td>Occasional Care 12:30pm to 3.30pm</td>
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<tr>
<td><strong>Wednesday</strong></td>
<td>Preschool 8:45am to 11:45am</td>
<td>Preschool 12:00pm to 3:00pm</td>
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<tr>
<td><strong>Thursday</strong></td>
<td>Preschool 8:45am to 11:45am</td>
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PROGRAMMES AVAILABLE AT THE PARKS CHILDREN’S CENTRE:

**Preschool**
For eligible 4 year olds

**Early Entry**
For eligible children 2 terms before preschool

**Occasional Care**
Children aged three months to 4 years.

**Inclusive Preschool Programme**
A preschool programme to support children with additional needs.
Fees and Payments
Term fees are set by the Governing Council. These enable us to resource our programmes. Current fees are $50.00 per term for preschool and $20.00 per term for pre-entry/early entry. Preschool fees should be paid to the Dianne or Karina during the first 4 weeks of each term. Upon enrolment to the preschool program, your child will receive a t-shirt and hat free of charge. Occasional Care fees are $5.00 per session. This reduces to $1.50 per session with a concession card. Occasional Care fees must be paid to the staff on the day of care.

SERVICES AVAILABLE AT PCCP
Support Services
The DECD support services available through the centre include speech pathology, child psychology, social workers, bilingual assistants and a child mental health clinician. Please see the director if you wish to know more about these services and eligibility.

Children’s Centre
As we are part of a Children’s Centre there are many additional services available including Occupational Therapy, Child and Family Health Services, Family Counselling and Parenting workshops. If you wish to know more about these services please see the Director.

School Transition
During your child’s last term in preschool, your new school will arrange transition visits for them to attend. We will support your child with this transition and communicate with the school to let them know about your child.
Dental Clinic
The School Dental Service offers expert oral health care to eligible children at clinics throughout South Australia. This care is provided by teams of dentists, dental therapists, and dental assistants. Phone the SA Dental Switchboard on 8222 8222. All dental care is free for children before they start school.
IMPORTANT GENERAL INFORMATION

Session Times
Please observe drop off and pick up times. If you are going to be late please telephone to let us know. If someone other than the usual carer is to collect your child please advise us. Any person we have not met before will need to bring in identification with them.

Attendance:
Continuity is important. It is beneficial for your child’s social, emotional development and establishes a good routine in readiness for school and life long learning.

Allergies/Medical Conditions:
It is vital that staff are notified of any allergies your child has and an action plan from your Doctor is given to the Director before attending.

Snack and Lunch Food
We must follow the DECD guidelines and promote healthy eating to all children. Please provide snacks such as fruit, vegetables, bread, rice, cheese, pasta, sushi, meat or yogurt for snack and lunch. Families should also note that we are a NUT FREE centre. We provide filtered water. If you send drinks from home please provide water only. As we are richly multicultural we encourage families to provide culturally appropriate lunches.

Sun Smart Policy
PCCP is a Sun Smart Centre so please make sure your child has appropriate clothing for outdoor play. Please apply sunscreen before arrival. The staff will reapply sunscreen in readiness for afternoon sessions.
Clothing
PCCP is a play based centre so all clothing should be comfortable and practical for active and sometimes messy play. PLEASE NAME ALL BELONGINGS CLEARLY.

Messy Play
PCCP provides smocks for messy activities. Despite this the children often get wet or messy. When they are having fun this sometimes cannot be avoided. Please provide a spare set of clothes for your child, just in case!

Child Absences
Please notify us if your child is to be absent. In particular, please notify us if your child has a contagious illness such as chicken pox, measles, hooping cough, mumps, skin complaints or head lice so that we can notify other families.

Illness at Preschool
Children who are unwell at preschool will be cared for until a parent or emergency contact person can collect them. We expect you to keep your children at home if they have fresh colds or gastric illnesses. We know that children always say they “want to go to kindy”, but we do not have the facilities to care for sick children, nor is it fair to other families to expose their children to these infections.

First Aid and Accidents
You will be notified if your child has an accident at preschool that requires first aid. If further medical treatment is required families or emergency contacts will be telephoned. In more serious emergencies an ambulance will be called immediately. All staff have first aid training.
Communication
Good communication is essential between families and the centre. We hope that you will be comfortable in approaching us with any concerns you may have. If you would like to see any of us for an extended period please contact us for a suitable time. Please check your child's information pocket daily for any notices or newsletters.

Updates of Personal Information
Please keep us up to date in relation to such things as changes to telephone numbers, email addresses, emergency contacts and newly discovered allergies.

Term Dates
School term dates for 2014 are:
• Term one Tuesday 28th Jan to Friday 12th Apr
• Term two Monday 28th April to Friday 4th July
• Term three Monday 21st July to Friday 26th Sep
• Term four Monday 14th Oct to Friday 12th Dec

Advance term dates are available on the DECD telephone number 8226 1650.
PARENTAL INVOLVEMENT

Parents can be involved in the following ways:

Governing Council
All DECD preschool are managed by a volunteer management committee comprising President, Vice President, Treasurer, Secretary and members. The governing council is responsible for internal financial management, fundraising and helping make decisions about facilities and resources that affect your child.

Helping out
We encourage your involvement in the centre as much as possible. Your children love to see you helping out. Please feel free to join us for a coffee and a chat. You can spend some time playing with your child, reading to small groups, supporting fundraising events, assisting with end of session clean-ups and any other way in which you would like to help. Your involvement will make our centre a better place.

Special events
During the year we will hold special events for your child and family.
Your help and attendance is greatly appreciated.