

port Elliot Kindergarten

Kantjinwald Muralapi Po:rlar Pulgi

5 Wright St, Port Elliot • 08 8554 2962

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Parent Information



Welcome to Port Elliot Kindergarten

Nguldi Arndu Ka:ntjinwald Muralapi Po:rlar Pulgi

Belonging • Equity • Curiosity • Community

At Port Elliot Kindergarten we want children to be **enthusiastic** about coming to a place where they can find friends, **connect** with caring educators and feel like they **belong** to a community.

We want children to develop **confidence** in who they are, believe in their **unique** capabilities and **express** themselves **authentically**.

We want Port Elliot Kindergarten to be remembered as a warm and welcoming place that **allowed children to BE** and **helped them to BECOME**.

We believe

1. Every child is a unique individual who is competent and capable.
2. Equity for all must be maintained.
3. The principles of friendship, harmony, difference, respect, acceptance and understanding are the foundations for reconciliation.
4. Play is the best mode for learning and development.
5. All developmental domains are equally important for holistic growth.
6. Parents are children's first and most influential educators.
7. Building connections with our wider community, especially Ngarrindjeri people and culture is vital.
8. Developing sustainable practices with children will help protect the future of the natural environment.
9. Educators are co-learners with children.

Therefore we

Provide open-ended, active learning environments that promote inclusivity, cultivate a deep sense of belonging and ensure all children are supported to make progress through learning that is differentiated, meaningful, dynamic and challenging.

Work in partnership with all families through open and constructive communication, being flexible and responsive to their ideas and contexts. Promote reconciliation by building relationships with Aboriginal and Torres Strait Islander peoples, learning about the past and current realities of our shared national history and embedding First Nations perspectives throughout the curriculum.

Work closely with Port Elliot Primary School to ensure smooth transition to school.

Develop and build on children's connection with the natural environment. Critically reflect on our practice as educators, working together to build a culture of innovation, excellence and lifelong learning.

We acknowledge the traditional custodians of the Port Elliot Kindergarten land, the Ramindjeri clan of the Ngarrindjeri nation.

We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country whose cultures and customs have nurtured and continue to nurture this land.

We pay our respects to Elders past and present and to the young leaders of tomorrow.



At Port Elliot Kindergarten our vision for Reconciliation is to create a learning environment which acknowledges and values Aboriginal and Torres Strait Islander peoples and where culture is respected and celebrated. With open hearts and minds we will continue to develop authentic, respectful relationships with Aboriginal and Torres Strait Islander people in our community.

We recognise that we are situated on Ngarrindjeri land and we are committed to having a culturally inclusive environment that celebrates diversity. Through sustained engagement with staff, students and community members we will promote reconciliation by learning about the heritage and current realities of our shared national history. We aim to ensure that Aboriginal and Torres Strait Islander perspectives are firmly embedded in all areas of the curriculum.

We have a Reconciliation Action Plan as an ongoing commitment to cultivating and embedding respect for all Aboriginal and Torres Strait Islander cultures, languages and histories and to establishing culturally appropriate practices at our Kindergarten and in the wider community.

Port Elliot Kindergarten Education Team

Your child will be supported by a team of highly qualified, dedicated and caring Early Childhood Educators.



Director

Sarah Mack



Teacher

Michelle Burns



Teacher

Kate Boag



Teacher

Liane Petrou



Co-Educator

Tina Trice



Co-Educator

Leanne Conlon



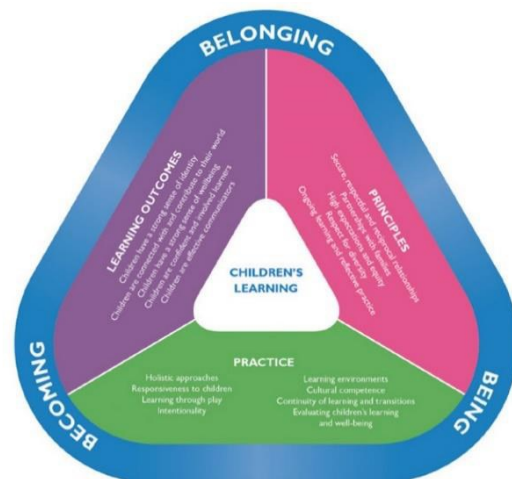
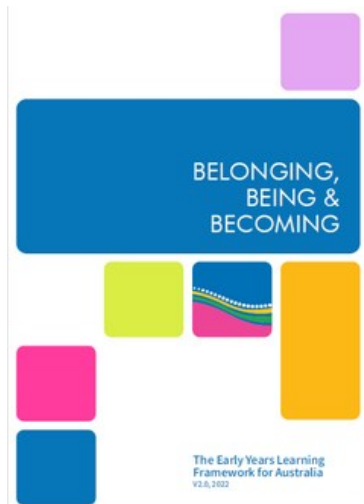
Co-Educator

Tara Gray

Curriculum and Educational Program

The Kindergarten Educational Program is guided by the national Early Years Learning Framework (EYLF): Belonging, Being and Becoming.

The EYLF is a national curriculum mandated by the Australian Government which sets out key ideas about the ways in which we work with young children in our care.



The Early Years Learning Framework has five learning outcomes:

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 programming and planning is further supported by:

- Department for Education Policies and Strategies.
- Department for Education Preschool Literacy and Numeracy Indicators
- Department for Education Preschool Quality Improvement Literacy and Numeracy Guidebooks.
- Reflect, Respect, Relate: Assessing for Learning and Development in the Early Years Using Observation Scales.
- National Literacy and Numeracy Learning Progressions.

Services offered at Port Elliot Kindergarten

- Preschool Sessions for 3-5 year olds.
- Ongoing transition to Port Elliot Primary School. Kindergarten staff work closely with Port Elliot Primary teachers to reflect upon, plan and offer a variety of experiences to support successful transitions. Our transition program includes both planned and spontaneous visits to PEPS across the whole school year.
- Musical Muscles program with Caleb Mason.
- Specialist support for children requiring access to allied professionals such as Speech Pathologists, Psychologists and Social Workers and children who are bilingual or need integration support.

Session Times

Through the Government's Universal Access Programme, children are able to access 15 hours of preschool per week in the 4 terms prior to commencing Reception.

Regular attendance at Kindergarten is important. Your child benefits by attending every session available to them and becoming involved in the routine and day-to-day program activities.

Sessions are offered from Monday to Thursday between 8.45am – 3.15pm and fortnightly Fridays between 8.45am and 12.45pm.

Children attend either:

Milori (mil-or-ee) - Mondays, Wednesdays and alternate Friday mornings.

or

Pinyali (pin-ya-lee) - Tuesdays, Thursdays and alternate Friday mornings.

Milori means Stingray and Pinyali means Emu in Ngarrindjeri.



Arrival and Departure of Children

The kindy day officially commences at 8.45am. At this time the bathroom door will be opened and children will be able to say goodbye to their special adult and head inside, washing their hands on entry.

When you arrive with your child encourage them to walk into the kindergarten carrying their own bag and choose a locker to place it in.

If you would like to stay and read a book or have a play with your child before heading off, we welcome you to do so.

The kindy day concludes at 3.15pm Monday-Thursday and 12.45pm on Friday.

At the end of the day please wait outside for your child to be dismissed. If you need to pick up prior to 3.15pm please notify a staff member. If you would like to come inside to see what we have been doing we respectfully ask that you wait for all children to be dismissed prior to coming inside. This ensures children are able to participate in the program without being distracted by grown ups and siblings.



Closure Days

There are 4 site closure days held across the year. They are for staff training and development. Every effort is made to balance out the number of kindy sessions missed due to closures and public holidays across both sessions. You will be notified of these closure dates at least 4 weeks prior to them occurring.

Fees

Annual fees are \$690. Fees can be paid in full or in instalments (fees are subject to change each year at the Annual General Meeting). An updated account, reflecting any payments made will be placed in your pigeonhole each term. Please see the director to arrange a payment plan if you will not be paying in full. Payment can be made in cash at the Kindergarten. Please see the director for direction on how to do so.

Fees are also payable by Bank Transfer (**BSB 105 026 - ACCT NO: 122487240**)

Please use your CHILD'S NAME as the reference for payment.



What to Bring? What to Wear?

- Dress your child in comfortable clothing suitable to climb, create, experiment, crawl, play in sand and mud, and paint.
- We offer optional uniform polo shirts (\$22) and jumpers (\$26) with an embroidered Port Elliot Kindergarten logo and bucket hats (\$12).
- Covered shoes are encouraged and clothing with sleeves and collars are required for skin protection. Thongs and exposed shoulders are not permitted.
- Clothing and personal possessions **MUST ALL BE NAMED CLEARLY**.
- We are a Sun Smart centre and it is policy to wear a broadbrim or bucket hat and sunscreen when playing outdoors and the UV level is above 3.
- Sunscreen will be applied to your child when the UV is above 3.

If your child has allergies to sunscreen, please supply one that will suit your child's condition.

Food and Drinks

Please see Port Elliot Kindergarten's Healthy Food Policy at <http://www.ptelliotkgn.sa.edu.au/>

- Please provide a piece of fresh fruit or fresh vegetables - children choose when they want to eat this; generally sometime before 11.30am.
- Your child's lunch period is part of their educational program. Educators are rostered to assist the children with their lunch.
- We encourage good nutrition and dental care at kindergarten in line with the **'Right Bite Strategy'**. Please send healthy options in lunchboxes such as fresh fruit, raw vegetables, sandwiches, cheese, yoghurt, etc. **Please keep chocolate and nut products at home for after kindy.**
- We encourage 'nude lunches' with the amount of wrapping and packaging kept to a minimum.
- Please send a labelled water bottle with water only. Filtered water will be available to refill water bottles throughout the day. Please keep juices and cordials at home for after kindy.

PORT ELLIOT KINDERGARTEN IS AN ALLERGY AWARE SITE

Communication About Your Child's Learning

Early in your child's first term of attendance teachers will meet with you to discuss goals for your child's learning and development while at Port Elliot Kindergarten. Prior to this meeting you will receive some information and questions to help you prepare. At any stage during the year feel free to book an appointment with educators to discuss any concerns or check in on your child's progress. Staff are also usually available for spontaneous chats and exchange of information.

During the year every child has a Learning Journal to record their thinking and learning during their time at kindy. Staff will also contribute to the journal and we encourage you to be an active contributor too.

Learning experiences will also be shared via the SeeSaw sharing app. When your child commences you will receive simple instructions on how to download the app and a unique QR code which will enable you to view your child's newsfeed.

Each child is allocated a pigeonhole, situated inside the kindergarten. This is used for posting information, questionnaires, children's artwork and other communications to parents. Messages may also be posted between parents. Children will check their pigeonhole every afternoon as they are dismissed.

Towards the end of the year a survey will be issued which asks you to comment on various aspects of the kindergarten. From the results of this survey, the Staff and Governing Council formulate improvement directions for the coming year.



POSCH (Port Elliot Out of School Hours Care)

POSCH is operated by YMCA and offers before and after school care as well as vacation care programs. It is held in the Port Elliot Primary School gym and is available for kindergarten children. Visit sa.ymca.org.au/OSCH/ for fee and calendar information as well as bookings.



How Can You Get Involved?

We always welcome contributions of time, knowledge and experience from families. Your interest and involvement is beneficial to your child's self-assurance and understanding of the importance of their kindy education. This is your kindergarten and our hope is that you will take every opportunity to be involved with the kindy for the benefit of your child. Over the years parents have enriched our curriculum through sharing culture, cooking, creating artwork, coming on excursions, reading, gardening, fundraising, music etc.

Governing Council

You are encouraged to become a member of our Governing Council which makes decisions on policies and the financial, maintenance and fundraising aspects of the kindergarten. Meetings of the Council are held twice a term. All parents are most welcome. An Annual General Meeting is held each year in February. Interested parents may be voted onto the Governing Council at any time during the year. Please see staff or Governing Council members to raise issues at the Governing Council meetings if you are unable to attend.

Policies

The Port Elliot Kindergarten has policies which meet the National Quality Framework as outlined by the Australian Children's Education and Care Quality Authority. These are displayed on our website

<http://www.ptelliotkgn.sa.edu.au/>

if you would like any further information regarding our site policies and procedures please see our Director; Sarah Mack.



Health

Throughout your child's early years, they may come into contact with infectious diseases such as 'school sores' (impetigo) or chicken pox. Infectious diseases are reportable and we ask that you inform the staff as

soon as you have confirmation from your medical practitioner. Please also report headlice to staff so that we can alert other parents. If you are not sure of the period that your child must be absent from kindergarten, please speak to staff.

All children must be up to date with immunisations in accordance with the *South Australian Public Health Act 2011 (No Jab, No Play)*. A **current immunisation history statement** from the Australian Immunisation Register that shows your child's immunisation status as up-to-date (unless an exemption has been granted) must be provided.

All children requiring staff to administer medication must have a 'Consent to administer medication' form. Please see a staff member for this form. Medication given at kindergarten must be in the original container with full instructions from the medical practitioner. If your child has a medical condition such as asthma or anaphylaxis they must have a Health Plan signed by a medical practitioner.

Emergency Procedures

In the event of an **Evacuation, continuous blasts of a whistle** will be sounded. All children and adults in attendance at the centre will gather at the access gate near the carpark and then be escorted by staff members to the school oval. There will be a check of the centre and a staff member will contact necessary Emergency Services.

In the event of an **Invacuation, red signs are distributed** and all children and adults will gather inside.

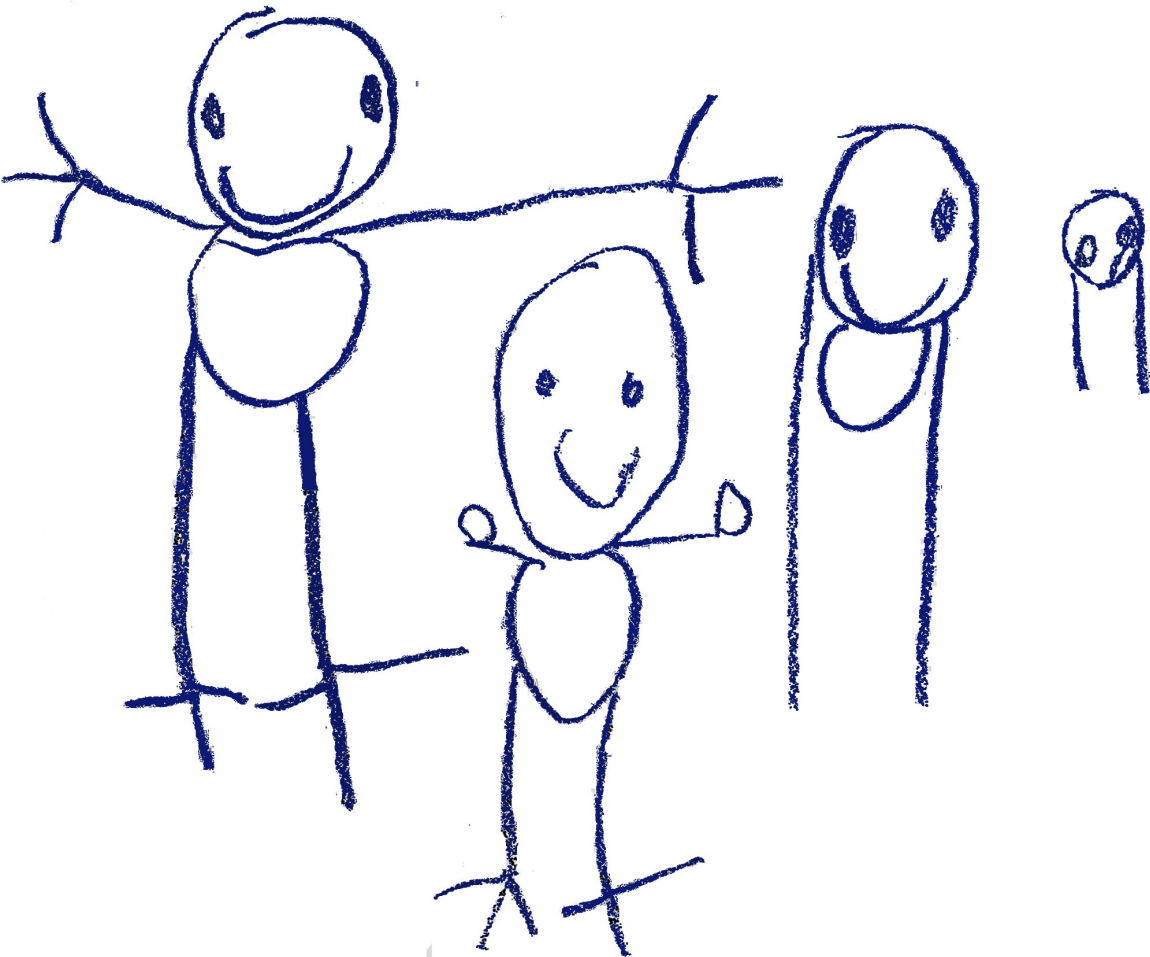
Both Invacuation and Evacuation procedures are practised regularly.

Scholastic Books

Catalogues are placed in pigeonholes regularly. If you wish to order, please order online or give your order form and cash to a staff member before the due date on the catalogue. Points are accrued from orders that we can to redeem to get books for the kindergarten.



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**Government
of South Australia**

Department for Education