SALISBURY KINDERGARTEN
INFORMATION 2011

Excellent early education since 1947

12 Ann St, Salisbury 5108
ph: 82582114 mob: 0400578234
fax: 8285 9019
email: kindy.director@salisburykgn.sa.edu.au
website: www.salisburykgn.sa.edu.au
WELCOME TO SALISBURY KINDERGARTEN

Our Mission: To assist and motivate all children to be successful life long learners.

Our Vision: To be a high quality service providing excellent learning opportunities for all children.

STAFF

The staff team at Salisbury Kindergarten assists your child’s learning and provides a caring and safe environment for them to discover. We are highly qualified and experienced. Parent participation and ideas are always welcome.

Director: Sarah Whiteside
Teachers: Carol Loveridge & Susan Nowland
ECWs: Margaret Fleming, Linda Burgess
Support Staff: Tricia Stuke.

Please feel free to speak with any one of us at any time. Other staff may be in attendance at certain times.
Lunch—Care
If your child is staying all day or accessing lunch care, please place their lunch (not snacks) in the esky located in the foyer.

Lunch care staff will organise children at lunch time. Please name lunch boxes and drink bottles.

Please do not put, morning/afternoon snacks or other items in the fridge. We ask that these be kept in children's bags. Re-freeze blocks for lunch boxes are readily available and are suitable for keeping snacks cool in bags.

Please help us in this matter. It avoids lots of spills, messes, the door left open etc.

STARTING KINDERGARTEN

Children are entitled to attend full time kindergarten (preschool) in the 12 months before they start school. Full time kindy is five sessions a week.

DECS policy says that children must be 4 y.o. before they start full time kindy. Indigenous students and children under guardianship of the Minister may start at age 3 and access 4 sessions until they turn 4.

Children who come to Salisbury Kindergarten start full time kindy in the term after their fourth birthday. This fits in with the entry policies of most public schools in our district. Please note: We will move to a single intake from January 2013 to align with public school single intake in 2014.

Discretionary entry - variations.

- Entry at 4th birthday. May be available for some children who will start school on or before 5th birthday. Negotiated with Director. Depends on availability of places. Proof of school entry date and acceptance may be required.
SERVICES AT SALISBURY KINDERGARTEN

EDUCATION

- SESSIONAL AND FULL DAY KINDERGARTEN (PRESCHOOL)
- PRE-ENTRY (if spaces available)
- PLAYGROUPS

CARE LINKS

- Lunch-care
- Pick up and delivery walk to Oasis Childcare centre

We are a healthy eating kindy. These are some ideas for snacks/lunch that children enjoy:

- Fruit
- Cheese
- Sandwiches
- Dried fruit, sultanas, apricots
- Cucumber

For a drink we encourage water.

Each Wednesday is fruit sharing day. Please send a piece of fruit for your child to share. It is amazing how many children who don't eat fruit will have a go when they see their friends trying new tastes. **No other snacks are necessary on this day.**

We **discourage** 'party food' for snacks at Kindergarten. Please don't sent chips, twisties, lollies or chocolates. We also discourage soft drinks and fruit boxes as they are messy and attract ants.

Due to severe allergies we request that **no nut products or products containing nuts are sent to kindy**. Please check all packaging.
POLICIES

Yes, we have a whole range of kindy policies, such as:

- Developing positive behaviour
- Excursions
- Parent participation
- Healthy eating
- Assessment and reporting
- Health and safety
- Nut Free
- Sun smart

These are available on request. Our policies are reviewed regularly.

SESSIONAL KINDERGARTEN PRESCHOOL

Morning session: Mon-Fri 8.30 -11.30

Afternoon session: Mon-Thurs 12.00- 3.00

Full days
- 2 full days + lunch-care & 1 1/2 day session
- 1 full day + lunch-care & 3 1/2 day sessions

Other options may be available - please speak with the Director.

Children can attend sessional preschool in a number of combinations. Placement in sessions is decided by the Director. The decision depends on availability of places, gender balance in groups, individual needs of children and family circumstances. Efforts are made to fit in with the work and study commitments, and transport needs of families.

Whilst it is our intention to meet family needs, and to be flexible, it is not always possible to give first preferences immediately. Your child will be placed on a waiting list for the session you require if it is not immediately available. Please let us know if your needs change.
PRE-ENTRY

A discretionary service only available if centre capacity has not been reached. Day and session negotiable (dependent on numbers at the centre) 9.00 – 11.00 or 12.30 - 2.30.

Available 1 session per week in the term before your child starts sessional kindergarten (preschool). Families are invited to attend an information session where preferred day/time is negotiated.

Children become familiar with the centre, staff & routines. It is a valuable introduction to kindy as it helps children feel comfortable and confident in a new environment. Pre-entry is a big help for children (and families) who are anxious about separation. A letter will be sent to you prior to your child starting if we have spaces.

OUR PROGRAM

We emphasise learning through play at Salisbury Kindergarten. We build on children's experiences, their culture and family backgrounds, their development, understandings and interests. We plan for individual needs and interests.

We use the Australian Early Years Learning Framework for programming and reporting.

We are required to report on the following learning outcomes

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

ASSESSMENT AND REPORTING

Your child's development is documented by staff in a number of ways. Staff observe children and use observations to plan. Each child has a portfolio which is available for you to look at anytime. A summary will be sent home at the end of your child’s first term to highlight immediate learning goals. Interviews are offered in your child’s third term at kindergarten. We provide a summative report of your child’s time at kindergarten when they leave for school. We also pass on a CD of photos and videos of your child’s time at the centre.
BIRTHDAYS

If you decide to bring something to celebrate your child’s birthday at kindy, here are a few suggestions:

- Special guest – eg grandad, a pet
- Balloons, bubbles, stickers
- Small cakes or biscuits – enough to share

Please let staff know if you do not want your child to participate in these activities because of personal beliefs.

EARLY CHILDHOOD SUPPORT SERVICES

Specialised help is available for children and families with additional needs. Please discuss any concerns with the Director. If the staff consider that your child would benefit from these services, the Director will discuss these matters with you.

Additional services include:

- Speech therapy
- Learning support (preschool support program)
- Support for parents (social worker)
- Behaviour support
- Learning and other assessments
- Bilingual support

Please tell us how we can help.

PLAYGROUP

Tuesday and Wednesday mornings 9.30-11.00

Playgroup is stay and play session run cooperatively by participating parents for their children.

Additional playgroup sessions are added from time to time according to need.

Please phone the kindergarten for more information.

PLEASE NOTE: Playgroup is run by volunteer co-ordinators therefore it is expected that all families will participate in setting up and packing away each session as well as having input into the activities for the children. It is also essential that families supervise their own child and manage behaviour for the benefit of all.
FEES

Fees are charged each term for all kindergarten services. Kindy fees must be paid by the fifth week of the term.
Lunch-care fees must be paid in advance or week to week, unless special arrangements are made with the Director.

Sessional kindergarten (preschool)
♦ Term fee $50

Other costs: Excursion and performances etc are paid for separately. We try to keep costs low.
Twins or more than one child attending? Fees for two or more children in the same family are reduced. See the Director.

Other term fees.
Pre-entry (1 session) $20
2 sessions $30

Care fees
♦ Lunch-care 1 day free
♦ 2 days $5 per week

Please note: the $5 fee is used to pay staff to supervise lunch care so that core staff get a break. Your child will need to bring lunch from home.

GOVERNING COUNCIL

Salisbury Kindergarten is guided by the decisions of children, parents and staff. Become a member and help shape the best educational services for your children.

Meetings are usually held three times per term at 9.00am at kindy to discuss
P Services
P Current issues
P Financial matters
P Building and grounds maintenance
P Fundraising
P Playgroup
P Special events

CHILDREN’S LIBRARY

Literacy kits can be borrowed by your child. Parents record the kit in the borrowing book. Kits can be kept for up to 2 weeks. This is an honour system. All kits should be returned into the red returns box located underneath the kit holder. Please make sure that all items are returned. If any items are lost please let a member of staff know or note it when you return the kit.

PARENT LIBRARY

We have a number of titles that may be of interest to families. Please fill in the borrowing book and return books to the red crate when finished.

COUNTER DISASTER (EMERGENCY) PLAN

This plan is displayed prominently near all main exits. We practice these procedures with the children once a term.
PARENT INVOLVEMENT

There are many ways in which you can become involved in the kindergarten. Here are some ideas:

- Collect interesting items for the making box
- Soft wood offcuts for woodwork (no permapine)
- Washing the dress ups and towels
- Donating toilet paper, tissues etc
- Gardening
- Join in working bees
- Support our fundraising efforts
- Cut up and prepare materials
- Reading to children
- Computing helpers
- Join the Governing Council (Committee)

NOTICE POCKETS

Children's hanging 'pockets' are outside under the verandah. All notices and information, newsletters etc will be put in these. Please collect this information regularly.

NOTICE BOARDS

Please check regularly for program information and other items of interest on one of the notice boards outside.

COMING AND GOING

Arrivals and Departures:
We ask that you sign your child in everyday. The sign on sheets are located on the whiteboard under the veranda. Please stay with your child until 8.30/12.00. We are happy for you to come inside and settle your child but you MUST stay with them until the session begins and staff are on the floor. Children must be supervised by families until session time to allow staff time to set up. Please do not leave your child in the playground before 8.30/12.00.

Gates:
Your child’s safety is very important. Do not let your child in through the gate alone. Please close gates properly and do not let children out through the gates by themselves.

Early pick up:
Your child can be picked up early from sessions. Please make sure that you tell a staff member that you are leaving with your child.

Late collection:
If you are going to be late collecting your child, please ring us so that we can reassure your child and reduce any stress that may result.
Safety Issues around Child Pick-ups: We must have your permission to send your child home with different adults. Especially if there are custody issues. In an emergency, phone to give verbal permission for an emergency pick up. Proof of identity may be required from the person collecting your child. Please ensure you sign your child in on the sign in sheet and specify who will pick your child up that day along with a contact number. If custody arrangements change it is important that you let us know. Keeping your child safe is our priority.

Absences
Please let us know if your child will be away. Particularly for illness or if it is an infectious disease. We need to let other families know. If you are unsure whether it is OK for your child to return after an illness please consult your doctor or the Director.

HELPING YOUR CHILD TO SETTLE
♦ Hang up the kindy bag together on the outside hooks
♦ Help your child to select a game or activity
♦ Stay and play, read a book.
♦ Say goodbye when you are ready to leave
Staff can help with separations - so let us know if you need help.

Collections:
Please wait outside until the session is over and your child has been dismissed by the teacher. If you need to pick your child up during group time, please enter the playroom quietly through the kitchen area door and the teacher will dismiss your child as soon as possible. Please try to not disrupt the group.

WHAT TO BRING TO KINDERGARTEN

✔ A bag that your child can open by themselves
✔ A healthy snack - eg fruit, cheese, dried fruit. No 'party' food such as chips, twisties, chocolate, lollies.
✔ Appropriate clothing and shoes for climbing and messy activities. No tank tops in warmer weather please. Thongs, slides and clogs are not safe. Gum boots are not suitable for all day wear – especially without socks! We provide smocks for painting activities.
✔ A hat - broad brim or legionnaire style. We are a sun-smart kindy - so, No Hat No Outdoor Play. Caps are not suitable.
✔ A drink - water please. No soft drinks as these can attract ants.
✔ Spare clothing, including socks. Please label your child’s clothes.
✔ A warm top in winter.