



The Pines School Based Preschool



Information for Families

Contact information

The Pines School Based Preschool

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We welcome you and your child/ren to our Preschool.
We hope your time with us is both educational and enjoyable.

We provide a high quality, safe, welcoming, happy environment where your child will have a sense of belonging and ownership.

Through our practices we develop and maintain partnerships with children, so that they feel valued, respected and have a voice in their learning.

This booklet contains information about our Preschool.
If you have any questions please do not hesitate to contact us.

“Children lead play based learning, but it is what we do, say and how we act that can make a huge difference in the child's learning and life. Remember that every interaction is an opportunity for children and educators.”

(Peter H Reynolds – The Dot)

Our Philosophy

At the Pines School Based Preschool, we view children as naturally curious and capable learners. Therefore, we provide children with opportunities to actively participate in their learning through an inclusive, play based curriculum. We believe children learn best when they feel safe to participate in play experiences that are meaningful and reflect real life contexts.

As educators, we develop warm reciprocal relationships with children, families and the wider community to ensure everyone belongs and feels their culture is valued and included. We acknowledge the Kurna People as the traditional owners of the land and respect their spiritual connection to the land, which we strive to embed in the learning environment.

We value each child's individual learning pathway. We critically reflect and document children's learning to ensure each child's strengths, interests and capabilities are the foundation of the curriculum. We provide an open-ended environment to encourage children to co-construct their own learning alongside educators, to develop skills, processes and dispositions to reach their highest potential.



Same First Day

Children who turn 4 years of age before 1st of May will start Preschool on the first day of Term 1 of that year. Children who turn 4 years of age after 1st of May will start Preschool on the first day of Term 1 the following year.

*Indigenous children are eligible to access 12 hours of Preschool a week as soon as they turn 3 years of age.

Session Times at Preschool

Your child is eligible to full time Preschool (15 hours). You have a choice of your child to attend one of the following groups:

| | | |
|----------------|--------------------------|----------------|
| Group A | Mondays and Tuesdays | 8.30am-3.10pm |
| | Wednesdays of odd weeks | 8.30am-12.00pm |
| Group B | Thursdays and Fridays | 8.30am-3.10pm |
| | Wednesdays of even weeks | 8.30am-12.00pm |

Preschool Support

The Department for Education (DfE) provides specialised help free of charge from qualified Speech Pathologists, Psychologists and Disability Coordinators. If you have any queries or concerns regarding your child's development, please see a staff member for a confidential referral.

An Educator may also approach you regarding any extra support that we feel your child may need.

Bilingual Support

We offer Bilingual Support for children and families from culturally and linguistically diverse backgrounds who are developing their English.





Pre entry visits

We offer children pre entry visits in Term 4 of the year before they start Preschool. These short visits enable the children to get to know the Preschool environment, the teachers, each other and our routines.

School Transitions

The Pines Preschool is part of The Pines School. The Preschool liaises closely with The Pines School and other local Schools to provide a transition programme for your child. Children start transition visits in Term 4 of the year before they start school. Transition visits are a fantastic opportunity for children to meet their Educators, peers and become familiar with the new environment and routine.

Health Screenings (Child and Family Health and Youth Services – CaFHYS)

CaFHS Nurses provide health screening for children aged 4-5 years at our Preschool. Educators will notify you of the dates throughout the year.

Fees

Fees are currently **\$70 per term**. We ask that fees are paid by week 5 each term. Fees can also be paid in instalments or for the whole year.

Your payment covers the costs of numerous essential items, such as paints, glue, art/craft materials and new equipment/resources.

Fees are paid at the Finance Desk at the School or on the Qkr! App

If you are having difficulties paying, please speak to the Preschool leader. Reminders will be issued for overdue fees.

What your child needs each day at Preschool

- * A clearly named hat for outdoor play
- * A change of clothes (Please dress your child in practical and comfortable clothes suitable for active and sometimes messy play)
- * Appropriate footwear (thongs and slip on sandals are inappropriate)
- * A named bag (to be placed in a locker provided)
- * A named drink bottle (containing water only)
- * A healthy snack and lunch in a labelled container / lunchbox



- △ The Preschool programme aims to promote and encourage good health and nutrition practises as well as independence skills.
- △ We recommended that you send healthy foods for snacks, which can be independently managed by your child. For example, a piece of fruit, vegetable, cheese, dried fruit, crackers.
- No cakes, sweet biscuits, chips, chocolate, lollies**
- △ For further information please refer to our Nutrition Policy or go to https://www.education.sa.gov.au/sites/g/files/net691/f/easy_guide_to_healthy_food_and_drink_supply_in_sa_schools_and_preschools.pdf
- △ Please ensure you pack their lunch in a separate named lunch box, and place in the fridge located in the activity room.
- △ Their snack and drink bottle stay in their Preschool bag so that children have access throughout the day.

Nut Aware Policy

Please be aware children attending our Preschool may have severe allergies to nuts.

No nuts or products containing nuts may be brought to the Preschool because there is no guarantee that children will not share snacks or inadvertently have contact with the nut product (this includes all types of nuts, peanut butter, Nutella and foods that are cooked in peanut oil).

To protect children with allergies, any foods that are found by Educators to contain nuts or nut products will be placed in a zip lock bag along with a note and be returned to you at the end of the day.



Arrival at Preschool

- △ When arriving at Preschool, please ensure you close the gate behind you.
- △ Assist your child to put their lunch box in the fridge in the activity room
- △ Please check your child's information pocket, which are located on either side of the main doors.
- △ Once main doors are open, please assist your child to place their bag their locker.
- △ Each session will begin with a period of free play for children to engage in various activities before group learning time.
- △ Please feel free to stay and spend some time with your child to settle into the session
- △ Please see that your child is happily settled into an activity before you leave. If your child is experiencing difficulties separating from you, please see an Educator for assistance.

Goodbye time

- △ Children gather in the activity room for group time, including stories, songs and games.
- △ An Educator will farewell the children individually to ensure that they go home with the person nominated to collect them.
- △ Please be prompt to collect your child.
- △ Should an emergency arise and you are unable to pick up your child on time, please phone the Preschool so we can reassure your child.
- △ In general, children are collected by their Parents/Caregivers. When this is not the case, please let an Educator know. There is a diary on the sign in table to record other arrangements. Please provide their name and contact number. We also need to sight I.D. to check their identity against the information provided on your child's enrolment form.

Toys

- ✂ We ask that children **do not** bring toys or other items from home due to the risk of becoming lost or broken. We cannot be responsible for toys brought to Preschool.

Our Curriculum

“Play to a child is what work is to an adult. It is what they do. It is through play that children learn about their world and the things in it. Play allows children the chance to explore their environment, to learn how it works and how they relate to it.” (K, DeBord & N, Amann – Benefits of Play)

- △ At the Pines School Based Preschool, we provide a play based learning environment that allows children to explore, imagine, create, problem solve, develop social groups, develop independence and have fun.
- △ We give children the time and space they need to discover, practice and build age appropriate knowledge and skills.
- △ We value our outdoor space as an essential part of each child's learning and development. We believe the outdoor environment encourages children to become explorers, investigators and creative thinkers and to challenge children's thinking by managing their own risks.
- △ We invite children to find their own learning journey through their prior knowledge, skills and abilities and we build on children's existing knowledge and interests.
- △ Children are encouraged to share their discoveries in different ways, through construction, drawings and photographic evidence.
- △ We provide inquiry based learning opportunities, whereby children work together to listen, respond, make decisions, explore and evaluate specific questions/ideas.
- △ Children have a say in their learning and participate in activities of personal interest and connect to real world situations.
- △ We respect and value the cultural and social diversity of all children and their families.
- △ We provide children and families with opportunities to become involved in the Preschool program.
- △ We create a high quality, safe, welcoming, happy environment where children feel supported to build emotional intelligence and self regulation.
- △ We develop and maintain partnerships with children so they feel valued, respected and supported. Children have a sense of belonging and ownership.

Curriculum Frameworks

Curriculum frameworks allow Educators to plan an inclusive play based program and to also document, assess and report on your child's learning. We use a programming cycle to track, monitor, observe and extend children's interests and learning. We provide a balance of spontaneous and intentional learning experiences that are derived from our observations, children's prior knowledge, skills and also relevance.

The Early Years Learning Framework (EYLF): Belonging, Being, Becoming is used to inform our planning. This framework emphasises a play based curriculum, where children feel a sense of belonging, are free to be in the moment and enjoy fun learning, and feel safe and supported to explore the world around them to become powerful learners. There are 5 learning outcomes:

Learning Outcomes:

- Outcome 1: Children have a strong sense of identity
- Outcome 2: Children are connected with and contribute to their world
- Outcome 3: Children have a strong sense of wellbeing
- Outcome 4: Children are confident and involved learners
- Outcome 5: Children are effective communicators

The **Indicators of Preschool Numeracy and Literacy** is also used to identify, plan for, assess, monitor and report each child's learning and growth.

Numeracy is the capacity, confidence and disposition to use mathematics in daily life (*Implementation Guidelines of Preschool Numeracy and Literacy*, pg. 3).

The Numeracy Indicators are:

- I explore and understand my place and space in the world
- I quantify my world
- I analyse, read and organise the data in my world
- I measure and compare my world

Literacy is the capacity, confidence and disposition to use language in all its forms (*Implementation Guidelines of Preschool Numeracy and Literacy*, pg. 3).

The Literacy Indicators are:

- I use language to connect with my world
- I understand the language of my world
- I represent my world symbolically
- I engage with texts and make meaning

Keeping Safe: Child Protection Curriculum (KS:CPC)

Government Preschools are required to implement the Keeping Safe: Child Protection Curriculum. The aim is to support children to recognise abuse and understand ways to keep themselves safe. The Educators delivering the program have received training in the Curriculum.

The Curriculum has 2 major themes:

- We have the right to feel safe
- We can help ourselves to be safe by talking to people we trust

The Curriculum has 4 focus areas:

- The right to be safe
- Relationships
- Recognising and reporting abuse
- Protective strategies

Communication with families

We recognise that families are a child's first and main contact. Therefore we focus on the relationship between the child, families and Educators at our Preschool.

We aim to ensure that all families feel accepted, valued and respected. We also encourage families to be involved in the planning process and their child's learning journey.

All Educators encourage positive and productive relationships in the Preschool. These relationships are based on trust, confidentiality and open communication.

We maintain regular communication between our families and the Educators through:

- ✧ informal conversations
- ✧ newsletters
- ✧ information sessions
- ✧ displays
- ✧ communication diary
- ✧ telephone calls and text messages
- ✧ interviews
- ✧ portfolios
- ✧ Notes
- ✧ Emails

We also upload information on 'The Pines School' **Skoolbag App** available free to download for iPhone and Android users.

Assessment and Reporting to Families

During each child's time at our Preschool, Educators will establish a learning portfolio. This Portfolio shows a range of information about your child's unique and individualised learning journey, such as learning stories, work samples, photos, individual and group learning experiences. These portfolios are available at all times to families and children.

Statement of Learning

At the end of your child's year at Preschool (Term 4), you will be given a Statement of Learning. This describes your child's progress and development as outlined by the Early Years Learning Framework and Indicators of Preschool Literacy and Numeracy.

Parents/Caregivers are important educators and each child is best understood within the context of their family, community and cultural identity. We believe that family involvement is integral to a high quality program.

Therefore we:

- △ Are committed to open and constructive communication with families.
- △ Encourage and establish positive working relationships
- △ Respect the confidentiality and open communication of families
- △ Create, support and encourage involvement and participation of our families
- △ Encourage families to be part of the planning process for their child
- △ Respond to and address the individual family needs

Can you help us?

We provide various every day/natural materials for children to use in their art creations, numeracy explorations and wherever their imagination takes them!

We would appreciate any donations from the list of items provided below:

**Please remember we cannot accept egg cartons, toilet rolls or any chocolate/nut packages. Thank you.*

- Cardboard boxes (all shapes and sizes)
- Cardboard rolls
- Plastic yoghurt tubs
- Different types of paper
- Any natural materials children can use for sorting
- Mosaic tiles
- Sea shells
- Bottle tops
- Corks
- Pine cones
- Rocks / pebbles
- Buttons
- Cuts of fabric
- Assorted ribbon/lace
- Cards and unused envelopes
- Wrapping paper





Illness at Preschool

- △ If your child is showing signs of being unwell before coming to Preschool, it is important to keep them home for the day. This will ensure that Educators and other children do not become ill.
- △ If children become unwell at Preschool, they will be cared for until a Parent/Caregiver or emergency contact person can collect them.
- △ Please make sure that your contact details are up to date.
- △ If your child will be absent, please phone the Preschool, especially if he/she has a contagious illness that we need to notify all Parents.

Medications

- △ If your child requires ongoing medication, you will need a Health Care Plan and/or Medical Authority form, which needs to be completed by your child's Doctor. Please see an Educator for the required forms.
- △ Educators are not permitted to administer any medication without a completed and signed Health Care Plan and Medication Authority forms.
- △ All medications brought to Preschool must be in the original bottle/container/packet with an approved label/sticker by the Pharmacist.

First Aid

- △ All injuries, even minor injuries i.e. a graze that requires a bandaid, will be documented and reported to you.
- △ Any serious injuries, including a bump to the head, a Parent/Caregiver will be phoned immediately.

Protecting children against vaccine preventable diseases (Immunisation)

- △ South Australian Government Policy states that children enrolled in and attending a Department for Education (DfE) Preschool, will be required to provide immunisation records available for sighting.
- △ If there is an occurrence of an infectious disease at the Preschool, then a child who is not up to date with their immunisations will be excluded from the Preschool until further notice.