

WILMINGTON KINDERGARTEN (Tuesday & Thursday)
PO BOX 207
WILMINGTON SA 5485
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(Round/Drop: Yorke & Mid North)



We welcome you to our Kindergarten and hope that we can work together to provide a happy, secure and stimulation environment in which your child can develop and learn. If you have any queries or concerns about Kindergarten matters, please don't hesitate to ask the staff - we are happy to help.

STAFF

Director: Miss Nicole Green

Early Childhood Worker: Mrs Lynette Strike

GOVERNING COUNCIL

Governing Council meets twice a term to make decisions about the running of the Kindergarten. Membership consists of a President, Vice President, Secretary, Treasurer, Assistant Secretary and Treasurer, Parent Representatives, the Director and the Early Childhood Worker. Membership changes annually at the AGM held in February/March each year. Meetings are published through the newsletter and the current Agenda and Director's Report can be accessed in the entrance hall.

SESSIONS

We offer three full day sessions over a fortnightly period) for 3 $\frac{1}{2}$ to 5 year olds:

Odd Weeks (1, 3, 5, 7, 9): Tuesday 8.40am - 3:20pm
 Thursday 8:40am - 3:20pm

Even Weeks (2, 4, 6, 8, 10): Tuesday 8:40am - 3:20pm

Please come into the building to drop off / collect your child. Staff need to be informed if someone different is collecting your child or if you are running late, so that staff can reassure your child that he/she will be collected soon.

PRE-ENTRY

The Centre offers one session per week (Thursday morning) to children aged 3 $\frac{1}{4}$ in the term before they are eligible to attend Kindergarten. This service is not funded by the Education Department and a fee of \$25 is charged for the term.

FEES

Fees are payable at the beginning of each term and are set by Governing Council at the Annual General Meeting. Please place the correct cash / cheque into the envelope provided and hand to the Director. A receipt will be issued.

Fees are currently set at: \$50 per term (6 sessions a fortnight)

\$80 per term (for 2 children in the same family attending together)

In cases of financial hardship, the payment of fees may be negotiated in confidence with the Director.

CONTACT DETAILS

Please inform the Director of any changes to your address or phone numbers so that you can be contacted in an emergency or if your child is unwell.

CLOTHING

"Best" clothes are not suitable for Kindy as the program sometimes includes messy activities such as painting, gluing, water play, sandpit play and digging in the garden. Smocks and aprons are provided to protect clothing but it is not always possible to prevent on clothing getting dirty. Please name all clothing that is likely to be removed, including hats.

SUNSCREEN AND HATS

Our Kindergarten's sun protection policy states that children must wear a hat outside between September and April and when the UV level is 3 or above. It is also recommended that children wear protective clothing (with sleeves) in hot weather and have sunscreen applied before they come to Kindergarten. Staff will apply additional sunscreen as required. Some children have skin sensitivities to regular sunscreen. This should be recorded on the child's enrolment form and their own sunscreen should be supplied for use at Kindergarten.

SNACK / LUNCH

A snack is eaten at around 10am and lunch is eaten at 12pm. Children wash their hands before eating and are supervised while they eat. Staff ensure that children sit down until they finish eating.

Children will need a snack and lunch on Tuesdays and Thursdays. Healthy foods are encouraged and healthy eating guidelines are available from the Director on request. Suitable foods include fruit, vegetables, cheese and crackers, sandwiches and yoghurt. Carrots are not suitable as they are a choking hazard. Our "Allergy Aware" policy has been activated and we ask that children are not sent with food containing nuts to Kindy. Leftover meals in a microwave-safe container can be reheated at Kindergarten. A drink bottle is recommended to be sent and water for drinking is also always available from a self-serve container and every child has a named plastic cup to use at Kindergarten. We ask that you pack your child's snack and lunch in separate containers. Lunches should be placed in the fridge on arrival and the snack can remain in the child's bag. This helps staff make sure lunch is not eaten at snack time, leaving insufficient food for lunch time.

BORROWING BOOKS AND LITERACY KITS

Children are able to borrow books and literacy kits from Kindergarten on a weekly basis. Please take care of books and kits by ensuring they are used under adult supervision. There is a borrowing book on the shelf in the kitchen in which the child's name, book title and date should be recorded. When the book is returned, please tick the appropriate column and return the book / kit to staff. The Flinders Mobile Library bus comes to Wilmington every second Tuesday and the children and staff enjoy a regular visit to borrow books for the Kindergarten.

TRANSITION TO SCHOOL

Most children from Wilmington Kindergarten move on to attend Wilmington Primary School. Children are currently eligible to begin school the term after they turn 5, although this will change in 2014 when all children who turn 5 before May 1st 2014 will start school in Term 1 of that year and children turning 5 on or after May 1st will start in Term 1 of the following year. Through our Transition program children are able to develop familiarity with the school and

confidence in the school environment in the term before they begin Reception. The process commences with the Kindergarten visiting the Junior Primary Class on two occasions for a tour of the school and a short classroom activity. Parents then take their child to school once a week on non-Kindy days, commencing with a short stay and building up to a full day by the end of term. Families will receive a timetable from the school when their child is due to start Transition. Parents of children who will not be attending Wilmington Primary School should see the Director to make alternative arrangements.

COMMUNICATION

Daily notices are displayed on a board situated by the front door. These notices relate to events occurring in the session and include a reminder about the Cleaning / Grounds roster for that week.

Newsletters are printed fortnightly and can be collected from your child's notices pocket.

PARENT INVOLVEMENT

As Parents / Caregivers your support is vital to the effective functioning of the Kindergarten. You are asked to be involved in various ways:

1. Family Information Sheet - Please fill in the confidential information sheet about your child's family background. This information gives staff an insight into your family culture, lifestyle and expectations and allows us to see your child in their family context as they begin Kindergarten.
2. Governing Council - The Council needs the help of all families as it oversees finances, fundraising, cleaning, maintenance and upgrading the Kindergarten. Please attend meetings wherever possible, even if you cannot commit to membership of the Council. (Although all parents are welcome at meetings, only Governing Council members have voting rights.)
3. Cleaning and Grounds - Parents are rostered for cleaning on a weekly basis. Depending on enrolments, you will be asked to clean the Kindergarten about once a term. A list of cleaning tasks is displayed on the kitchen noticeboard. There is also a roster for lawn mowing and garden maintenance but this is required less frequently and parents will be notified on a needs basis.
4. Participation - Parents and Caregivers are encouraged to join us for special events. At the end of each term a Graduation is held for those children who are starting school and parents are asked to bring a plate of morning tea and stay for the celebrations. We depend on Parents and Caregivers for transport for excursions and ask for volunteers to provide transport for their own children and other children if required. Please feel welcome to stay and/or drop in to Kindergarten at any time convenient to you and to help in any way you feel comfortable with. You may like to share special talents or interests with the Kindergarten children, e.g. cooking, craft, sewing, talking about a special event, playing a musical instrument, gardening or sharing traditions from your culture. Of course, we always welcome an extra pair of hands with practical tasks such as covering books, sharpening pencils and washing/mending/sewing dolls clothes and dress-ups.

PLAYGROUP

Playgroup is held every Wednesday between 9.30 and 11.00am. All children from birth to five years are welcome to attend with their Parent/Caregiver. Please bring a healthy snack for your child to eat at playgroup.

CHILD AND YOUTH HEALTH (CYH)

The Child and Youth Health Nurse visits the Kindergarten several times a year to carry out a free general health check for children between 4 years 3 months and 5 years of age. The service includes a vision and hearing screen. Parents/Caregivers are invited to be present with their child and the health check is recorded in the child's "blue book". If you are concerned about your child's hearing, vision or development, please raise the issue with Kindergarten staff - do not wait for the health check! The CYH clinic in Port Augusta can also be contacted at any time.

PRESCHOOL SUPPORT

DECS provides a referral service for Speech Pathology, Vision, Hearing, Behaviour and Social Work. If staff feel your child may require support in one of these areas, the Director will ask you to complete a consent form and a pre-referral screen will be carried out by Kindergarten staff. The child will then be visited at Kindergarten by a member of the Preschool Support team, who will carry out an assessment. Based on the result of the assessment, the Kindergarten may be funded to employ a support worker to work with the child for a specified time each week.
