Preschool Information Booklet

8261 3339
Beatty Avenue Hillcrest

Providing a supportive and happy start to your child’s schooling
**SESSION TIMES**

**Morning**  
Monday, Tuesday, Thursday  
8.45 – 11.45 a.m.

**Afternoon**  
Monday, Tuesday, Wednesday, Thursday  
12.00 – 3.00 p.m.

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<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
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<th>Thursday</th>
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<td>8:45 – 11:45</td>
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<tr>
<td>Lunchtime care included.</td>
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<td>12:00 – 3:00</td>
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Keeping Informed
All children have a communication pocket. These are located at the main entrance. Please make it a priority to check this pocket each time you come to the Pre-school. It is there that you will find newsletters, fee accounts, receipts and other correspondence.
Important dates and day to day events are indicated on the Whiteboard near the main entrance, so please read this carefully.

Policies
The Pre-school staff are continuously developing or improving a range of policies to support the care and education of young children. These policies are available for families to access in the folder on the kitchen bench.
If you have any questions regarding any of the policies please feel free to approach a staff member.

Term Fees:

<table>
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<th>Sessions</th>
<th>Fee</th>
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<tr>
<td>1 session/week</td>
<td>$15</td>
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<tr>
<td>2 sessions</td>
<td>$30</td>
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<tr>
<td>3 sessions</td>
<td>$45</td>
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<td>4 sessions</td>
<td>$60</td>
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<td>5 sessions</td>
<td>$75</td>
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Book Borrowing
We strongly encourage children’s interest in books. Sharing books at home will help to develop the critical skills necessary for them to be successful readers.
We offer a book borrowing service. Children are supplied with a Library Bag and may borrow books from our library as often as they wish. There are Literacy Packs and from time to time shared book experiences.
Place their bags (with book inside) in the red box near the entrance door, the books will be changed during the session.

Children’s Centre and Community Campus
Gilles Plains Children’s Centre provides a range of programs and activities for families in our community to access. Please refer to the separate brochure for further information for additional services provided. Campus services include Muringga Turtpandi—Aboriginal Health Service and GP Plus—Early Childhood Development Services, Child and Family Health Service, North East Community Assistance Project and the North East Child Care Centre.

Child Care
Due to limited staffing we are not able to provide care before or after Pre-school session times. You may wish to access the North East Child Care Centre situated adjacent to us. Child Care staff and Pre-school staff are able to transfer children before and/or after sessions if required. Please ensure Pre-school staff are aware of your Child Care arrangements.
Fruit
Each session includes fruit time so we ask you to please send along a small piece of fruit with your child (even if in Child Care). If fruit is not available then a savoury snack is a healthy alternative e.g. cheese and crackers. The children can drink from the drink fountain or a drink bottle can be brought from home (water only please).

What to Wear
Please dress your child in clothes that are comfortable, easily managed and appropriate for Pre-school activities. Suitable shoes, sandals or sneakers are appropriate footwear. The application of sun-screen is essential during the summer months. Please apply sun-screen to your child prior to coming to Pre-school and leave all tubes and bottles at home (not in your child’s bag). Children staying all day will have sun-screen reapplied by staff at your request. A sun-safe hat will be supplied for your child to be worn during outdoor play. Hats are stored in the children’s baskets.
*Should our paint get onto any clothes, wash in COLD water with a laundry soap such as Sard Wonder Soap.

Lunch
Lunch care is provided if your child attends a full day at Pre-school. In order to make lunchtime run smoothly please assist staff with the following.
Please provide a named lunchbox containing a healthy lunch such as a sandwich, salad, cheese and crackers, dried fruit etc. Our Pre-school has a NUT FREE policy - so please no peanut butter, Nutella or food which may contain nuts.

Welcome to Gilles Plains Pre-school.
A warm welcome is extended to you and your family. We trust your time with us will be enjoyable and we hope that you and your child will become fully involved in our activities.

Enrolment Policy
Children are entitled to attend up to 5 sessions per week, a total of 15 hours per week. To begin in January, your child will need to turn 4 before May 1st. Children spent one year in preschool prior to starting school. A priority of access policy is used only when the preschool reaches capacity to assist us to prioritize children whose needs are greatest and local families.

Attendance
In order to obtain maximum benefit from our educational programme, it is essential for families to ensure they make the commitment to bring their child to as many sessions as possible.

Research shows that children who attend Pre-school/school on a regular basis are more likely to reach their full educational potential.

If your child will be absent from Pre-school, we ask that you notify us – either verbally beforehand or by phone on the day. It is a legal requirement for us to record all absences and the reasons for them.
**The Curriculum**
Staff are committed to provide a quality teaching and learning programme which is based on the Early Years Learning Framework (ELYF), a National Curriculum document for children from birth to five years.

Through the Framework’s five learning goals educators will assist your child to develop:
- a strong sense of their identity
- connections with their world
- a strong sense of wellbeing
- confidence and involvement in their learning
- effective communication skills

**Health**
If your child is showing signs of being unwell before Pre-school it is important to keep them home for the day.

Children who have diarrhoea or are vomiting MUST be kept home for 24 hours after the last episode.

Please notify us should your child contract an infectious disease e.g. chickenpox, measles.

If your child becomes ill at Pre-school you, or a contact person nominated by you, will be contacted.

**Dental Clinic**
Your child can receive dental assistance through the School Dental Clinic located at Modbury G. P. Plus.
Phone: 7425 8700.

**Transition to School**
Children transitioning to Gilles Plains Primary School will have several visits to the school prior to their formal commencement. The school will contact you about these visits. For children attending other schools, the school of your choice will make contact with you as required.

**Parent Participation**
We value your contributions and encourage you to be actively involved in your child’s learning. You may like to share some of your special talents with the children (art, craft, sewing, musical, cooking), play a board game with a small group of children, read a story, support children on the computer or spend some time playing with your child and getting to know his/her friends. You are most welcome to stay anytime.
If you can’t stay but would like to help by doing some tasks at home please let us know. Your help in any small way will be much appreciated.

**Parent Responsibilities**
Staff members need the time before and after sessions for preparation and meetings.
Please wait with your child until the session begins and ensure a staff member is aware of your child’s arrival. It is important to be prompt when collecting your child as they may become anxious if you are not on time.
Please notify us if you are going to be a little late, for pick up, if someone else will be collecting your child or if your child needs to be taken to Child Care. Please ensure your phone contact details are always up to date in order for us to be able to contact you if required.