



Zion Lutheran Preschool Parent Handbook

Our Philosophy

Learners Growing Together in Christ.

Learners- we acknowledge that we are life-long learners and there is much to learn from sharing each person's history, culture and faith.

Growing- to develop, change and mature in an individual journey. This journey may be a faith journey, an academic journey. Being able to pin-point a start and finish point for the creation and fulfilment of goals. This also encompasses each individual of the Zion Lutheran Preschool community striving for excellence to always be learning, seeking, and finding.

Together- recognising that no one is alone on their growth journey. This may be through the assistance that is given to support individual needs, collaborative partnerships within and outside of the community for growth and development and coming together in the love of Christ Jesus.

In Christ- we acknowledge that we are here for purpose and that God has a plan. We recognise that there are no mistakes, and that each person is created, accepted and a part of God's family, by Grace alone.

We also are led by the principles and outcomes of the *Early Years Learning Framework* and the values of the Lutheran Education Document, *Growing Deep*.

Acknowledgement of Country

We acknowledge that the Zion Lutheran Preschool is built upon the traditional ancestral land of the Kaurna People. We acknowledge the deep feelings of attachment and relationship of the Kaurna people to their land and ongoing custodianship. We also pay respects to the cultural authority of Aboriginal people visiting from other areas of South Australia or Australia present here.

Christian Studies Curriculum

Zion Preschool is a Christian Preschool. Each week we teach within a Christian curriculum program. The content of this program comes from, the Bible, our term-plan using the Lutheran Education Australia Curriculum Framework: Christian Studies Curriculum

Framework.

During the week, the children will experience a range of engagements including, but not limited to Bible stories, sing Christian songs, prayer, puppet plays and modelling life situations in dramatic play and everyday living.

Our preschool also has a connection to Gawler Lutheran Churches. We also have Church services twice each term for children and their families to engage in and demonstrate to families their learning.

The central area that underpins all children's learning and developing is self-concept. The Preschool encourages each child to develop a positive self-concept through an environment which values and accepts each child, while appreciating ethnicity, gender, individual abilities, and different family backgrounds.

God created children and made them unique and special. God loves each of us so much that Jesus died for us and we help the children experience that love and forgiveness.

COVID-Safe Procedure:

It is now a legal requirement that all persons on our premises, staff, parents, and visitors must all sign in using their COVID-Safe app. If you do not have this app, please refer to our COVID-19 tracking log inside our visitor's folder.

The Early Years Learning Framework

Staff plan a program for the children weekly. The program informs you of specific activities and what your child is developing through experiencing these activities.

Program information is gathered through, observing children, listening to children, children's interests, developmental needs, intentional teaching, etc. Zion Lutheran Preschool follows the practices and principles outlined in *The Early Years Learning Framework: Being, Belonging, Becoming* [EYLF: BBB].

The aim of this document is to extend and enrich children's learning from birth to five years and through the transition to school. Our program is displayed for families to view above their trays.

The five Early Years Learning Framework Outcomes are:

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

In our Preschool, the staff support, encourage and nurture your child's development through play.

We encourage and support the individual's active involvement in exploring and interacting in their environment with a variety of materials, working collaboratively with family, teacher, and child input. Your child will have many opportunities to work and play co-operatively with others, being encouraged to have consideration, concern, and care in their play.

The International Association for a Child's Right to Play, states.

PLAY, along with the basic needs of nutrition, health, shelter, and education is vital to develop the potential of all children.

PLAY is instinctive, voluntary, and spontaneous.

It is natural and exploratory.

PLAY is communication and expression, combining thought and action, it gives satisfaction and a feeling of achievement.

PLAY touches all aspects of life.

PLAY helps children develop physically, cognitively, emotionally, and socially.

PLAY is a means of learning to live, not a mere passing of time.

Safe Program

The Preschool staff teach the Protective Behaviours program and it is implemented in our daily program and interaction with the children. It is based on the themes:

We all have the right to feel safe all the time.

Nothing is so awful that you cannot tell someone you trust.

We are teaching children lifelong skills to know what to do in unfavorable situations. It is to listen to what children tell us and to believe them.

As adults, we then need to help them work through the situation they have presented us. Staff are always happy to discuss the Protective Behaviours program with you.

COVID-19 Safety Guidelines

In response to the pandemic of 2019, our preschool has a COVID-SAFE procedure. This is located behind the QR code on the door of the Preschool. We ask.

Each time you are on the premises, you scan in. Even for short times, this is a requirement from our State Government

If your child appears unwell (fever, lethargic, runny nose, etc.) please keep your child home.

You are advised by SA Health to get tested, even if symptoms appear mild. Your child will not be able to return until they return a NEGATIVE result

We ask that children wash their hands, on arrival and sanitise. There is sanitiser available on the sign-in table

For your reference, please see appendix A for our COVID-SAFE plan.

Responding to Abuse and Neglect

The Preschool staff are all training in Responding to Abuse and Neglect. Staff are legally required to report any *suspected* form of abuse or neglect.

Abuse can be physical, sexual, emotional and neglect.

Reporting and Assessment

Staff observe each child, take notes, develop individual plans, and work with each child, and record their achievements, learning styles and development through a variety of ways. This is called assessment. Our requirements differ slightly from childcare and schools, so our systems, frequency and content reflect this.

Talking with parents, sharing information, providing articles, asking for surveys to be completed and showing parents what we are doing is called reporting.

Staff report through:

Portfolio folder

Each child will have a portfolio. Your child's portfolio will contain examples of artwork, photos, drawings etc., this is added to throughout their stay at preschool. This portfolio belongs to the child. This folder will hopefully show the child's enjoyment, participation, growth, and progression through preschool, displaying interests and achievements. Families and children may view their portfolio at any time.

Focus groups

Children are given the opportunity to work in small groups to undertake learning experiences, which extend on their literacy and numeracy skills, speech activities, social skills, etc. These group times also give the staff the opportunity to observe pencil grip, speech clarity, social interactions, concentration abilities etc. The children love these experiences and examples of their achievements are placed in their portfolios.

Statements of learning

A Statement of Learning Report, using the Early Years Learning Framework, is completed for each child in their last term at Preschool; and a copy is passed on to the school. Statements of Learning are kept confidentially. In the child's final term of Preschool their Statement of Learning report is finalised.

Parent interview

At Zion Lutheran Preschool, the staff are available to hold formal interview(s), with the child's guardian(s) to discuss their child's progress. These appointments are mutually agreed upon between the family and staff enabling families to meet after hours, if applicable, in a 1:1 situation. This occurs at the end of Term 2.

Please be assured if there are any developing concerns e.g., speech, co-ordination, behavioural, staff will approach parents when it arises. Parents are also more than welcome to make time to discuss concerns that they have noted at any time during their child's time at preschool.

Special needs folder

If your child receives specialist support whilst attending preschool – E.g., speech, co-

ordination development, behavioural – an individualised learning plan is formulated to meet each child's specific and identified needs. This is completed with parent(s)/caregivers, staff, and other agencies and is designed to 'follow' the child.

These plans are copied and passed onto the school upon parental consent in the child's final term of preschool and just prior to commencing school. Children with special needs are catered for within the program.

Please Note: Parents receive copies of these reports as soon as they become available.

Other types of Assessment

Many of the assessment and reporting processes at our preschool have taken a great deal of time, changing, reorganising, refining over the past years. At this stage we feel we have the best methods for recording each child achievements; however, we are always open to comments, suggestions, and different points of view. Please feel free to view our program and leave a note to comment. Other forms of assessment include:

Kindyhub

Weekly program pinned above each child's trays
photos

Displays around the Preschool

Discussions with parents (formally and informally)

Learning Stories

Gawler Lutheran Schools Council

The Governing Council makes decisions that support the safe and efficient operation of the Preschool as well as Immanuel Lutheran School. We are made of Gawler Lutheran Church Members, School Representatives, Preschool Representatives and Community Representatives.

Chairman: Brenton Lange

Vice-chair: Martin Kennedy

Contact

Preschool Director: Annie Barry

Phone: (08) 8522 4187

Email: Director@zionpreschool.sa.edu.au

Street address: 24 Cowan Street, Gawler, South Australia 5118

Postal address: 24 Cowan Street, Gawler, South Australia 5118



Staff

Zion Preschool has a mixture of full time/part time staff, below are outlined the staff you will see most regularly. If we have a reliever for a member of staff, we will endeavor to communicate this ahead of time. This is not always possible, depending on the circumstances surrounding the staff absence.

Director/Teacher:

Annie Barry
Bachelor of Education (Early
Childhood/Primary)

Teachers:

Angela Nothnagel
Bachelor of Early Childhood Education (Early
Childhood)

Karen Dobson
Diploma of Teaching (Early Childhood)

Kristen Robinson
Bachelor of Early Childhood Education

Early Childhood Educators:

Renee Pobke

Diploma in Early Childhood Education and Care
Certificate IV in Allied Health Assistance

Georgia Butler
Diploma in Early Childhood Education and Care

Kylie Newton
Diploma in Early Childhood Education and Care

Playgroup Co-ordinator:

Renee Pobke

Finance Officers: Jo McNair and Lee-anne Voigt

Council Chairman: Brenton Lange

Orientation

We are here to support and extend your family's early years experiences. Positive relationships between parents, children and staff are important to us and help partner and connect us as a community. If your child has identified needs, please communicate these with the Director to ensure that your child can be supported during their time at preschool. We also ask that parents encourage independence and autonomy by assisting your child to be confident in their arrival at preschool. We acknowledge that this is a big step for many children and for their families. We will assist your child in transitioning from your care to ours, each day. If your child shows signs of 'not coping', with the day, you will be called.

Orientation is a chance to have your child get used to Preschool and the routines. We run these in term 4 of the year before your child's attendance and your child will have two of these transitions. Transition times are 8:45am-10:15am. During this time, your child will experience a small taste of a preschool day. Uniforms will be available for purchase during this time.

Preschool program

Session Times

Your child can attend preschool for up to 15 hours per week, under the Universal Access Preschool entitlements, in their eligible year. Their eligible year is the year before they begin primary school. Children accessing Preschool must be 4 years of age on or before April 30th of that year.

There are extenuating circumstances where children and families who identify as Indigenous or are under Guardianship of the Minister, can access 2 years of preschool at a reduced number of hours, however, this requires consultation and a discussion with the Director.

On term-time Fridays, with the exception of the final Friday of the term, we also run a playgroup from 8:45am-10:15am.

We offer two group sessions, outlined below.

Group 1

Monday	Tuesday	Wednesday	Thursday	Friday
8.30am to 3.00pm		8.30am to 3.00pm		10:30am-2:30pm (odd weeks of term)

Group 2

Monday	Tuesday	Wednesday	Thursday	Friday
	8.30am to 3.00pm		8.30am to 3.00pm	10:30am-2:30pm (even weeks of term)

Drop off and pick up

Please bring your child into the Preschool classroom. If another adult, other than the person who drops off your child at preschool, is to collect your child then staff are to be informed personally and noting this on the sign-in sheet, via email or note that this person is authorized to collect on your child's enrolment form. If the staff have not met this person before, they will be asked to show photo-ID, to verify their identity.

We are unable to have parent(s) leave children before 8:30am due to duty of care. In case of one-off emergencies please contact the Director. You are most welcome to arrive prior, however please remain with your child till 8:30am, to allow staff to complete their set up and devotions. If parent(s) find themselves running late to collect their child(ren) please contact the Preschool to re-assure your child that you are on your way. Your understanding in this matter is sincerely appreciated.

During the enrolment process parents are requested to identify emergency contacts if

parent or guardians cannot be contacted in an emergency. The enrolment process will also request names of contacts who are authorised to collect your child(ren) as well as permission to provide overnight care. If your child is not collected after 30 minutes and you or authorised guardians are uncontactable, Crisis Care and the Police will be called to collect your child.

If there are any current court-sanctioned residency, parental responsibility or contact orders relating to your child(ren) please provide a copy to the Preschool staff. Such copies are for confidential use by staff only and will be used to support you and your family in the delivery and collection of your child(ren).

Importance of regular attendance

Attending preschool regularly will develop your child(ren's) skills and attitudes that will help them be successful in later life, as well as support them as confident and involved learners. Attendance is marked on the roll daily. We ask that families notify the Preschool (via phone, email or Kindyhub) to advise of a child's absence. Absences of over 1 week are followed up with a phone call. Periods of ongoing unexplained absences are followed up by the Director organising a meeting with families to plan strategies to work toward regular attendance.

Fees

Initial enrolment of your child is a non-refundable \$25.00, as an administration processing fee. Our preliminary enrolment form reflects our two groups and asks for parents to indicate a session preference. While we endeavor to give parents their preferred session, there are times where this is not possible.

Session preferences are given based on a 12-month enrolment (no mid-year withdrawal), and to returning families.

Our preschool fees are set at **\$220.00** per term, with an additional one-off payment of **\$10.00** for their preschool hat, with their name embroidered on it.

Throughout the year, there will be opportunities for your child to partake in special events. These excursions and incursions are payments made by the family and are a percentage of

the price per child.

Fees are billed for the entire year upfront. Parents can pay in cash or by using our EFTPOS machine. We also offer bank transfer. We do not offer direct debiting currently, and all fees are the responsibility of the family.

When referencing your term fees, please use the following format as the reference:

LASTNAME Fees

This ensures we can correctly adjust your account.

When choosing direct debit, all payments can be made via:

BSB: 035075 Acct:296686

Fees contribute to services along with resources and materials that support each child's learning to ensure the best possible outcomes from learning through play at Preschool.

Early/Late Fees:

Children who are left unsupervised before their preschool session or after, will have a late fee charged to their account. For the first 15 minutes, it is \$10.00 fee. After which, for every subsequent 15-minute block, the fee will be \$15.00. This will need to be paid on collection of your child.

Please call the Preschool if you know you will be late, so we can communicate this with your child.

Our staff use the times before and after preschool to reset the classrooms and learning areas to ensure the best possible learning environment for your child.

What to bring

Children need to bring these items each day:

bag

hat (children leave their hats in trays)

change of clothes

drink bottle containing healthy snack or fruit

packed lunch

Please write your child's name on everything they bring. We also have labels available on the sign in table should you forget to label fruit or fruit containers.

Please apply sunscreen upon arrival. We will reapply sunscreen in the middle of the day. If your child needs their own sunscreen, it must be clearly labelled for us to be able to use at Preschool.

Enrolment:

To enroll your child at Zion Lutheran Preschool, we require you to fill out a pre-enrolment form.

Once this has been processed, you will be entered into our enrolment and waitlist system.

In the year of your child attending preschool, you will be offered a preschool enrolment form, which allows us to claim Universal Access funding on behalf of your child during their time at preschool.

An enrolment form must be completed prior to children attending preschool. Accuracy is important so parents may be requested to review enrolment forms, from time to time, to ensure information is up to date, (e.g., If there is a change of contact numbers, or address). Enrolment forms are available directly from the Preschool. They are available for email also. It is strongly encouraged during the enrolment process that both parents, if applicable, sign the enrolment form. We are also required to sight proof of birth date and Immunisation Schedule for your child.

Eating and food at Preschool

Because our preschool aligns with Eat for Health and their guidelines, we encourage healthy snacking and lunch choices. [Australian Guide to Healthy Eating | Eat for Health](#)

We also have a **NUT FREE** preschool as it poses a risk to our children with anaphylaxis.

We do rotations on a Friday session, where your child will be able to cook and partake in all the other learning connected to cooking. All the recipes are considerate of children's dietary requirements.

In response to COVID-19, if your child has a birthday and you wish to bring something to share, please ensure it is store-bought, sealed and nut free. Some special treats like a Freddo Frog for each child is perfect.

There are 33 children in each class.

We encourage children to not share their lunch or snacks at Preschool.

Communication

Please check your child's tray regularly.

We utilise an online learning platform called, *Kindyhub*. Families can access this app to be able to see some of the learning that their child undertakes while at Preschool.

Children also have Learning Folders, where hardcopies of their artwork and special tasks/events will be filed. These will be presented as a culmination of learning at the end of the year.

We also utilise emails to communicate with families.

Clothes

For safety and wellbeing reasons please avoid bringing your children to preschool wearing thongs or tops without sleeves. Please dress your child in clothes that nobody minds getting painted or muddy. We also have a preschool uniform-

Short sleeved shirt: \$20.00

Long-sleeved shirt: \$25.00

Polar fleece jumper: \$30.00

We also have a secondhand basket that you are welcome to purchase from, for a gold-coin per item. We encourage independence when going to the toilet, so please avoid hard-to-undo belts for your child.

Preschool routine

Our timetable is flexible and subject to change depending on the children's needs and interests. We also have special events and sessions throughout our learning of the year, such as music, dance, incursions, and excursions, where our days look a little different.

Our rough timetable is:

8:30-9:00 Drop off. Sign in with the QR Code and on the sign in sheet. Help your child to unpack their morning and afternoon snacks, as well as their drink bottle. Their lunch needs to be unpacked and be placed in the fridge.

9:00-9:20 First group time, welcome and introduction to the day/learning stations

9:30-10:00 Learning Stations/Morning Snack break served in a progressive format where children are encouraged to come and eat. In the last 10 minutes children are asked once more and strongly encouraged by staff to have something to eat

10:00-11:30 Learning Stations

11:30-12:00 Second group time

12:00-12:30 Lunch

12:30-1:00 Restful period (puzzles, calm music, book reading, etc.)

1:00-2:00 Learning Stations

2:00-2:30 Afternoon Snack

2:30-2:45 Pack bags, bring inside

2:45-3:00 Last group time, goodbye

Snack and lunch times with friends support children's social skills while they eat, progressive eating times for their morning and afternoon snacks mean children can eat when hungry. Generally, we ask parents to be invited in at the end of the day to not overwhelm our more sensitive children. Obviously, if the weather is inclement, you will be able to come in before you are

invited.

Songs, music and movement, social games, stories, and discussions are the foundation of our interactive group times. Early morning small group work provides strong literacy-based focus in targeted areas according to the children's needs and interests. Midday group focuses on our Christian Studies and social/emotional.

The children initially start their day inside as staff greet each child and their family, settle children and chat informally with parents. Children must be signed in and brought inside until after the first group time. It is the responsibility of adult guardians to ensure their child is inside where staff can supervise them. If you require assistance with your child saying goodbye, please speak to staff. Children cannot be left outside without parents or a staff member. After our first group time, we can offer inside/outside play. When the weather is inclement, we may change our play areas to support children's health and safety.

Please ask a staff member for more detail about our daily routines, if you have any questions.

Playgroup

On term-time Fridays, except for the final Friday of the term, we run a playgroup from 8:45am-10:15am. Our preschool staff support playgroup for children from birth to 5 years of age.

The cost is \$5.00 per family, per session.

Playgroup provides wonderful opportunities for children and families to meet other families from our broader community in a friendly environment to chat, play and learn. This is a great time to bond too. It also offers an extended transition to preschool.

Guardians are required to stay with their child to supervise for the entire duration of Playgroup.

For more information, please contact us on playgroup@outlook.com.au

Transition programs

Our transition program provides a transition to preschool during Term 4 each year. These times are organised by the schools and will be communicated with us later during your child's preschool year. The times and number of sessions depend on available spaces and staffing at school.

Disability or additional needs support

There is support available for children with disability or special needs. To assist us in accessing these services, please provide us with all relevant documentation. You will be required to sign a document, which allows us to share information between service providers. Each child's needs are individual and unique, so we will require a meeting with you to be able to best support your child. Talk to us for more information.

Early entry

Your child may be able to come to preschool 1 term earlier, in term 4 the year before starting their preschool year, if they:

have additional needs or disability are learning English as an additional language or dialect are at significant risk because of family circumstances.

Early entry is for up to 6 hours per week if places are available. Access is decided on a case-by-case basis. Please contact us if you want more information about early entry.

Preschool Support Services

If you have a concern regarding your child's development, or if staff observe a need, a referral for extra help and services can be made. The Director will approach you with this option if we believe there is a learning or developmental problem.

The Early Childhood Support Services employ specialists in Psychology, Speech and Language, Special Education and Social Work.

It is beneficial to attempt to identify any difficulty or problem early so extra support can be given before the child moves on the school. Likewise, the Preschool works in co-operation with specialist services that may already be helping a child.

CAFHS

Child and Family Health Services have visits at our preschool. The information gathered is confidential and the Director will approach you to make an appointment for your child. It is a free service.

After COVID-19, the process of this is changing. Children whose birthdays are sooner than others will have priority. Another aspect which will determine if your child will be able to access these health checks is if there are identified health or development issues, or if the Preschool staff have concerns. Previously, these were offered to each child. This is no longer the case due to covid-19 restrictions. If you still require a health check you can access this service through CAFHS directly; they have advised the following, as they are also working to ensure families are not having Centrelink affected or their child missed in health checks:

If you ring the CAFHS Gawler Clinic (1300 733 606), they will book you in for a *general health check* (height, weight, and general health)- this is not the full screening, however, suffices Centrelink

You can call and book in for their preschool-check, where their hearing and sight will also be tested

Once your child has had the health check, you will need to log onto *myGov* and check a box that says, 'health check complete.'

Policies and Procedures

A Policy and Procedure Folder is available in the parent area.

Policies are updated and added to the folder from time to time. Reference of a new policy will be mentioned in the newsletter and families are welcome to read and comment on them. Policies are reviewed regularly, along with our parent handbook. This process involves the document being amended/updated, then the document is passed onto the Preschool council and approved. From here, it is available to parents.

Immunisations

When you enroll your child, you will be asked to provide evidence of their immunisation status. If your child is not up to date with their immunisation, as of August 7, 2020, you will be unable to access preschool. For more information regarding this, please see [Immunisation requirements for early childhood services \(education.sa.gov.au\)](https://www.education.sa.gov.au/immunisation-requirements-for-early-childhood-services)

Safety Management System

A Safety Management System exists in Zion Preschool. This is a system that plans to work towards a safe place for the employees and all people who enter the Preschool.

Work, Health, Safety and Welfare (WHS) regulations and procedures apply within the Preschool. It is important, and a safety issue, to ensure that we all put these regulations into practice.

Please ask a staff member about anything if you are unsure. If you are a parent who has volunteered to stay and help, please read the safety policy, sign in and wear a badge.

Please sign 'Visitors Book' on arrival and read WHS procedures and practices and what to do in case of evacuation as outlined in booklet. Attach 'Visitors' badge or own name tag. Remember to sign out when leaving.

Please enquire location of:

Adult Toilet

First Aid box. Please see staff if First Aid is required for either yourself or one of the children.

Telephone(s)

If it has been arranged that you will be attending on a regular basis, please provide emergency contact details to a staff member.

Neat and appropriate dress is essential for safety reasons – both for you and the children. Please avoid the wearing of dangling earrings, heavy and protruding rings, excessively long fingernails, ties, scarves, and high heels etc.

Child protection curriculum

In line with state legislation student teachers in schools and preschools are required to undergo a relevant Working with Children's and Criminal History Checks. Regular volunteers and Governing Council members are also required to undergo these checks - the payment of these clearances will be considered on an individual basis and circumstances. Volunteers, placement students, etc. will need to pay for, and obtain these prior to undertaking volunteering or placement at the Preschool.

Work Experience students are now required to also undergo these checks. This applies to ALL students above the age of 14.

Site Leaders retain the right to discontinue a volunteer/student teacher at any time if concerns exist about their suitability for working with children.

For more information refer to Relevant History Screening: [Screening Unit - Working with children check](#)

Confidentiality

Information of a personal or sensitive nature regarding the children and or their families attending Zion Lutheran Preschool are kept in a secured online program or, items such as enrolment forms and behaviour plans, are in a secured filing cabinet. The same confidentiality rules apply regarding matters related to staff working at the Preschool.

Behaviour Management

Please refer to our behaviour management policy

Emergency Procedure

The Preschool has an emergency evacuation plan, which is rehearsed regularly.

You may like to incorporate safety plans into your home environment.

Parent Involvement Program

Parent Help Roster

Parent help and support within the Preschool is greatly appreciated.

We also have volunteers from the Church helping us from time-to-time. We partner closely with Immanuel Lutheran School, Gawler, and they offer a bus service for children accessing their iGOSH and a music teacher who comes to teach music and movement at Preschool, once a week for each group.

It is a wonderful opportunity to become actively involved in what the Preschool does, help with preparing materials, odd jobs, share a skill you may have, etc. Please speak to us about ways you can help in a COVID-SAFE capacity.

Laundry Help

Each family will be asked to take the washing home once or twice over your child's preschool time. The washing usually consists of Art smocks, table clothes, towels etc. We thank you in advance for serving the Preschool in this manner.

Working bees

Maintenance of the Preschool keeps our equipment in good condition, maximises the playing area for the children and is an important safety issue.

Throughout the year the Preschool has working bees. A working bee is where families are asked to come into the Preschool on a given day and assist in upgrading some of the equipment and environment.

Advanced notice is given and if you are unable to help on the day maybe you can help with other way.

Every bit of help is acknowledged and greatly appreciated.

Other ways to become involved in our preschool

You are welcome to stay to settle in your child. e.g., read a story book, do a puzzle together

You may volunteer to get into the garden and help us establish, care, and maintain the environment

Other jobs which need doing from time to time require special talents you may have e.g., mending or sewing, covering books.

You may have a special talent or interest you would like to share with the children. e.g., singing, playing an instrument, storytelling, cooking, dressing up, face painting...

Your attendance at social functions and support for fundraisers benefit your children.

Lost Property

Staff do their best to return property to their owners, especially if they have a name on them. Please check in the lost/found box regularly.

Items that are not claimed will be donated to a charity at the end of each term.

Toys from Home

We *do not* encourage children to bring toys to Preschool for many reasons:

They may get lost or broken.

It can create peer pressure and competition between children, and parents have different values in what they wish their children to play with.

Some toys encourage aggressive play

We have a strong focus on imaginative and creative play

It is not possible for staff to keep track of each child's little treasures, lost or broken toys from home will not be replaced by the Preschool.

Water safety

Water is a fantastic medium for children to experience and have fun whilst at Preschool. To manage the associated risks with playing with water, direct staff supervision will occur.

All containers containing water shall be emptied immediately after use by an adult.

Other resources

www.kidsafensw.org/watersafety/index.htm

www.royallifesaving.com.au/www/html/156-fact-sheets.asp

Sun smart

We need to protect children's skin from UV radiation. Skin cancer rates are increasing due to over exposure to UV radiation. UV radiation damage can occur when rated 3 or above, regardless of the temperature. Therefore, sunscreen will be applied when the UV rating is 3 or above. Children are encouraged and supported to apply sunscreen themselves. We monitor ratings via the Bureau of

Meteorology: <http://www.bom.gov.au/sa/uv/>

Children are encouraged to leave their kindy hats at Preschool, in their trays.

Hot weather

Temperatures of 36 degrees or more, will require indoor play, where fans and air conditioning is available.

At Zion Lutheran Preschool we will.

Provide experiences inside or under shade on days of high temperature.

Have purpose built outdoor play spaces with sand, natural and constructed shade to provide cool areas for children to play.

Provide drinking water which is easily accessible to children throughout the day.

Provide water play for children on hot days.

Encourage children to stay hydrated; reminding them at snack and lunch times to drink, filling up water bottles as needed.

Minimise excessive exercise such as running during times of high temperature provide rest periods for children.

Plan outside play in the cooler parts of the day.

As Zion Lutheran Preschool is air conditioned, we do not have an early dismissal time on days of high temperatures. In cases of blackouts or breakdown of air conditioning you will be called to collect your child. Parents may choose to keep their child home on extreme weather days, for instance when temperatures are over 36 degrees.

If an excursion is planned and temperatures are to be in the extreme, staff will review the decision and notify parents if the excursion/event is to be postponed/ cancelled.

In cases of unforeseeable circumstances and air conditioning cannot be restored in a timely manner coupled with temperatures over 36 degrees the Preschool may close early to

prevent child heat illnesses. Parents will be notified of this as soon as practicable.

Parenting support

Giving your child a strong start in the early years

Research tells us that quality education and care early in life leads to better health, education, and job outcomes in adulthood. Children are learning and growing from the time they are born. The greatest influence on a child's future health, development and happiness is in the first 5 years of life.

We are working with families to take a 'learning together' approach about child development in the early years.

Parenting resources

Several early childhood parenting resources are available to help your child learn and grow right from the start.

Little Big Book Club (<http://www.thelittlebigbookclub.com.au/>) supports parents to read, sing and play with their children from birth, with access to book recommendations, reading packs and resources.

Dad's Read (<http://dadsread.org.au/>) offers advice for fathers to encourage reading together with their child.

Parenting SA (<https://www.education.sa.gov.au/parenting-and-child-care/parenting/parenting-sa>) has free parenting factsheets, videos, and upcoming seminars on many parenting topics.

Positive Parenting program

(<http://www.triplep-parenting.net.au/au-uken/find-help/triple-p-parenting-in-south-australia/?itb=bc37e109d92bdc1ea71da6c919d54907>) has free seminars, workshops and one-on-one sessions for parents of children aged 3 to 12 years.

Learning with your child (Great Start)

(<https://www.education.sa.gov.au/parenting-and-child-care/parenting/learning-your-child-greatstart>)

gives parents everyday learning ideas and activities to help build their child's mathematics and language skills.

Raising Children Network (<http://raisingchildren.net.au/>) provides up-to-date, evidence-based, scientifically validated information about raising children and caring for yourself as a parent or carer.