THE CHILD

During the year at Kindergarten, we hope to develop each individual child’s attitude, skills, behaviour and knowledge.

We aim to…

- help the child develop a positive attitude about themselves, thereby assisting self respect, individuality, independence and confidence in themself;
- encourage imagination and creativity;
- encourage each child to accept responsibility and develop self discipline;
- foster an interest, appreciation and concern for the world around us, especially our natural environment;
- encourage respect for the rights of others;
- help the child to express feelings in an appropriate social manner;
- to feel happy and confident when communicating with spoken and unspoken language, e.g. through dance, drawing, music etc.
- broaden and extend experiences in all areas and develop problem solving abilities;
- provide opportunities for each child to be successful at their own level;
- help the child to understand and accept their own feelings as well as the feelings of others;
- create an environment where the children feel safe, happy and challenged to reach their potential;
- respect the child in their own right.

Richardson Place, Roxby Downs
P.O. Box 162, Roxby Downs S.A. 5725
Phone: (08) 8671 0455
Fax: (08) 8671 1021
Email: kindy.director@roxbykgn.sa.edu.au
www.roxbykgn.sa.edu.au

The best way that we can let a child be 5 years old is to let them be 4 for a whole year.
The Staff and Governing Council WELCOME you to the Roxby Downs Kindergarten. We look forward to working together to create a safe and happy learning environment for your child.

This Kindergarten is part of the Department of Education and Childhood Development (DECD).

DECD is responsible for the planning and provision of a number of services for young children and their families in South Australia.

These services include Kindergartens/Preschools, Schools, Childcare Centres, Family Day Care, Occasional Care, Play Centres, Respite Care, Out of School Hours Care, Vacation Care, Playgroups, Toy Library, Special Needs Services, Aboriginal Programmes etc.

KINDERGARTEN GOVERNING COUNCIL

This Council is a Parent Group which is responsible, along with the Staff, for the operation and maintenance of the centre. Membership of the Council involves attending monthly meetings, organising Kindergarten functions, fundraising and encouraging others to give their support. As a Council Member you gain an excellent understanding of how your Kindergarten works.

Meetings are held twice per term and are advertised within the centre’s newsletter and on the noticeboard.

All Parents Welcome!!!

PLEASE REMEMBER,
THIS IS YOUR KINDERGARTEN

It is here for your child and your family. Kindergarten is often the child’s first encounter of life outside of the home. Parents are the child’s first teachers, therefore we encourage you to continue to share in this role with us.

You are welcome to spend time in the Kindergarten whenever your child is attending.
STAFF

DIRECTOR: KERRYN JONES has a Bachelor of Early Childhood Education and has worked in Long Day Care centres in NSW and in Kindergartens in South Australia. She moved to Roxby Downs at the start of 2011 with her husband.

TEACHER: ADAM CHRISTIE has a Bachelor of Early Childhood Education and Arts. He has previously worked in both Long Day Care centres and Kindergartens as an Early Childhood Worker and providing Preschool Support.

TEACHER: TRACEY WARNEKE is a long term resident of Roxby Downs and has worked on and off at the kindergarten since 1988. Tracey works on Wednesdays, Thursdays and every second Friday.

EARLY CHILDHOOD WORKERS

VICKI MCGAUCHIE arrived in Roxby Downs in 1997 with her husband and 4 daughters. Vicki also has 6 grandchildren. Vicki has been an E.C.W. and a support worker since October 1997 and is currently studying a Certificate 111 in Children's Services.

MEGAN PIKE is a long term resident of Roxby Downs. She has a Certificate III in Children’s Services and returned to Roxby Downs Kindergarten from maternity leave in 2011. She has worked in child care and kindergarten for 10 years and has 2 children of her own.

TINA TRICE has been a long term resident of Roxby Downs. Tina has 2 daughters, and has previously worked in the banking industry. Tina enjoys working with children and is currently studying a Certificate 111 in Children’s Services.

CHRISTINE DORAN has also been a long term resident of the town, and has two sons. Christine works as an ECW and is also providing Preschool and Bilingual support within the kindergarten and is currently studying a Certificate 111 in Children’s Services.

TANYA PARKER has lived in Roxby Downs for 20 years. She has 2 beautiful daughters and holds a Diploma in Children’s Services.

MONSERRAT VARGAS and her family came to Roxby Downs after relocating from Chile. Monserrat plays a pivotal role in implementing our Spanish language programme.

KERRY LECONS moved to Roxby Downs in 2005 with her husband and 2 children. She is currently studying a Certificate 111 in Children’s Services.

Emergency Evacuation Plan

1. Automatic alarm or 3 whistle blows sounded by observing staff member.
2. Inside teacher to collect roll book and First aid kit (if safety permits).
3. All staff guide children to “area A” (lower gate near school) or “B” (Richardson Place) or “area C” (on mat for evacuation).
4. 1 staff member to stay with children at all times.
5. 1 staff member to ring 000 – all help teacher check roll, search action depending on safety. If unsafe contact Emergency Services immediately. Urgent injuries attended to at this point.
6. Decision to move or not to move to school oval made.
7. Roll call again on arrival.
8. Teacher to advise fire warden/CFS that we are all accounted for.
9. Parents to collect children from this point, when advised safe to do so. Parents to inform teacher with roll when collecting their child. Use separate check off list in roll exclusively for emergencies.
10. Director/Teacher to inform Regional Office of incident as soon as practicable.

TERM DATES

2012 / 2013

Term 4 2012  8 Oct to 7 Dec
Term 1 2013 29 Jan to 12 Apr
Term 2 2013 29 Apr to 5 Jul
Term 3 2013 22 Jul to 27 Sept
Term 4 2013 13 Oct to 13 Dec
CHILD AND YOUTH HEALTH CHECKUPS

All children will receive a developmental health screening from C.A.Y.H.S. at some time between 4¼ - 5 years of age. A time for your child’s screening will be made through the Kindergarten. These are held at the Medical Centre. It is the responsibility of parents to take their children to these appointments.

IMMUNISATION

In conjunction with the Health Centre, we help to organise preschool vaccination days. These are held at the Medical Centre. It is the responsibility of parents to take their children to these appointments.

ILLNESS

If your child becomes ill, please keep him or her at home to prevent the spread of illness. Please let us know if your child contracts an infectious disease (e.g., measles, chicken pox...) or such things as head lice or school sores. Also - please seek medical advice on how long to keep your child at home.

SPECIAL SERVICES

Children Services provide a range of services for children and their families, including support for children with special needs (developmental, speech etc). If you feel the need to use any of these services, please discuss this with the Director. Also if your child is going to need any additional help through a session (eg, toileting) or if you have any concerns about your child’s development please speak to us.

PLAYGROUP

Playgroup also offered on Friday afternoons from 1.00 pm until 2.30pm for children of all ages under 5 years. The cost is $2.00 per session (your first session being free) and a $2.00 charge for insurance. The Playgroup Coordinator is Kylie Dospisil.

KINDERGARTEN

Commencing Term 3, 2012 Kindergarten operates Monday - Friday. Each child can access a maximum of 30 hours per fortnight over a twelve month period prior to starting school. Your child is in either the Blue group (Grupo Azul) or Red group (Grupo Rojo).

Kindergarten Times -

Azul (Blue):
- Mon    8.30am - 3pm
- Tues   8.30am - 3pm
- Fridays (on odd weeks of term) 8.30am-12.30pm

Rojo (Red):
- Wed    8.30am - 3pm
- Thur   8.30am - 3pm
- Fridays (on even weeks of term) 8.30am-12.30pm

SAME FIRST DAY POLICY

From 2014 there will be a new start date for school children. Children who turn 5 before 1 May will commence school on the first day of Term 1, 2014.

For children commencing kindergarten in 2013 some things will be different as we move to the new same first day arrangements. Children who turn 4 prior to 29 January will commence kindergarten in Term 1, 2013. Children who turn 4 between 29 January to 30 April will commence kindergarten in Term 2, 2013. Children who turn 4 between 1 May 2013 to 30 April 2014 will start kindergarten Term 1, 2014.
WHAT TO BRING

- a bag or case for your child’s belongings;
- a piece of fruit or vegetable for morning and afternoon snack;
- a healthy lunch on the days your child attends full days (see our healthy eating policy);
- a named bottle of water (definitely no juices or cordials);
- a broad brim sunhat.
- spare clothes

*** Please label your child's belongings clearly.***

CAN CHILDREN BRING THEIR TOYS TO KINDERGARTEN?

Where possible we ask that children keep their toys at home, to avoid the risk of having them damaged or lost and hence causing distress to your child, yourself and the staff. If your child does bring a toy, please make sure it has their name on it, and let your child know they are responsible for it.

ARRIVAL / DEPARTURE

Please take time to ensure that you close the gate when entering and leaving the Kindergarten. DO NOT leave your child alone outside before a session begins, or let your child come into the Kindergarten on their own from the car. Please come in so that one of the staff can greet you both. Again, when you collect your child the staff will say good-bye to you both. Please write in the book provided (placed near the post-box in the kitchen area) if someone other than yourself will be collecting your child. Otherwise, ring us if circumstances change. Please be prompt when collecting your child and ring us if an emergency arises and you are going to be late.

***THE MINIMUM AGE FOR A CHILD BRINGING/COLLECTING A KINDERGARTEN AGED CHILD TO/ FROM THE CENTRE IS 8 YEARS***

FAMILY INFORMATION AREA

Please check this area regularly to be aware of all that is happening in your Kindergarten. You will find the daily sign in and out sheets, information from the Governing Council and information about local activities for children. The What’s Happening at Kindergarten folder has our directions for children’s learning and curriculum happenings. This gives you a guide to what children are doing & learning, and what learning experiences are being provided for the children.

NOTICE POCKETS

These are located in the Family Information Area. Newsletters, fee receipts etc. are placed here. Please check your notice pocket when you sign your child in or out of kindergarten.

PROFILE FOLDERS

During your child’s time at Kindergarten, we will be keeping learning stories and samples of their work which will be displayed in their own special folder which you will receive when they have finished their Kindergarten education. Please feel free to have a look in your child’s folder—located near the lounge and book area. This folder is yours to keep when your child leaves kindergarten.

BIRTHDAYS

We celebrate the children’s birthdays by singing ‘Happy Birthday’. In line with our healthy eating policy we ask that cakes and other surprises are not provided. If you have any questions please see staff.
CLOTHING

We do our best to protect the children’s clothes, and they will wear smocks when they paint, finger-paint, play with clay or other such activities. However, it is not always possible for children to stay clean at all times - so please send your child in comfortable, easily washable clothes. Clothes which your child can manage themselves as much as possible would also be appreciated. This helps to encourage their sense of independence. (A suggestion is for your child to have a spare set of clothes in their bag.) Kindy T-Shirts can be purchased for $15.

HATS

Please ensure your child brings their hat to Kindergarten each session as we have a “No hat, play in the shade” policy. Personalised hats are available from the kindergarten for $12.

FEES

A term fee is charged for each child to help cover costs of running the Kindergarten. Invoices with your child’s name and the amount are handed out at the commencement of each term. Please pay your fees within two weeks of receiving your invoice. You can pay your fees on-line or at the NAB.

Fees are: $90.00 per term for Kindergarten.

Pension concessions are also available.

Note: concession is given to those who have a Pension Card, or have twins attending the kindergarten

On-Line Fee Payment Details:
Bank Account Details: National Australia Bank
A/C Name: Roxby Downs Kindergarten
BSB: 085-896
A/C Number: 548433346

Please record your child’s full name as reference (if you have a 2nd reference area field, put your own name).

ENROLMENT FORM

Please tell the Director or Staff of any changes to the information on your child’s enrolment form, including address, phone number, emergency contact person, custody etc.

ABSENCES

Our staffing is determined by children’s attendance at kindergarten so it is important your child attends regularly. If your child is to be away please let us know. If your child is leaving Kindergarten, please let us know so we can finalise our records.

LIBRARY VISITS

We visit the Library on Fridays. Your child will need a cloth library bag. You can make one yourself or they are available from the Kindergarten. (An old pillow case also makes a good bag). We encourage you to visit the library as often as you wish between the Kindergarten visits.

SCHOOL VISITS / TRANSITION

Prior to your child starting school, he or she will be involved in visits to the school. These help the children to get to know their teacher, class mates and the school environment. These visits usually occur in the last weeks of term (the school you have enrolled your child in will contact you regarding transition visits).

Your child will need to be enrolled prior to commencing transition. The kindergarten will provide a transition book for your child prior to their visits. Your child will also have an opportunity to present their Special Person Poster and will receive their Kindergarten portfolio before they leave.