



Community programs

Darlington Children's Center offers a wide range of programs to support children and families from birth. Within the Children Centre we have the following staff:

- Speech Pathologist who supports families in supporting their child's speech development
- Occupational Therapist who support children's optimal participation in everyday activities.

Some of the programs available through the children's centre are

- Playgroup
- Baby Playgroup
- My time
- Parenting workshops like Bringing up great Kids, Circle of Security, My child and me
- CaFHS services

For more information on our programs you can visit our website, Facebook page or come by the office for our program flyer.



Darlington
Children's Centre
for Early Childhood
Development and Parenting

Information Booklet



12A Kurrajong Place

Seacombe Gardens

Ph. 8296 2686 Fax 8270 6108

Email: dl.3624.leaders@schools.sa.edu.au

www.darlingtoncc.sa.edu.au



Government of South Australia

Department for Education



Parent Committee

Darlington Children's Centre is a locally managed site. We have a parent committee known as the Governing Council. The members of the council are selected at the AGM held early each year and comprise of a Chairperson, Secretary, Treasurer, at least one general member. Meetings are held twice per term on a day and time suited to the Council and go for approximately one hour.

The council's responsibility is to

- support staff in developing Kindergarten priorities
- plan community and fundraising events
- learn about curriculum, share ideas + give feedback
- approve spending for major purchases
- oversee the annual budget

If you have skills to offer or would just like to be more involved in the operations of the Centre, please talk to the Director. We can also put you in touch with a current member to ask for their thoughts on their experience.

Raising Concerns

Our staff work very hard to ensure families and children are happy with the service we provide and to work with you to resolve any issues that may arise. Please come and chat with us first so that we can work through your concerns.

If you are not satisfied that your complaint has been resolved, you may choose to contact the DfE Education Complaint Unit on

1800 677435 for information, advice or support.

Early learning lasts a lifetime....



Occasional Care

Occasional Care is available for children prior to starting Kindergarten. It provides an occasional break from parenting and is not a regular child care service.

Occasional Care sessions:

Over 2 years

Tuesday 8:30am - 11.30am

Wednesday 8:30am - 11.30am

Thursday 8:30am - 11:30am
12.15pm - 3:15pm

Friday 8:30am - 11:30am

Under 2 years

Friday 8:30am - 11:30am

Once your child is enrolled within the program they will hold a weekly booking for the entire term. Cost is \$5 per session + \$20 consumables. For Concession Card Holders , cost is \$1.50 per session and \$15 consumables.

Occasional care is a great extended transition to Kindergarten. If you are interested in your child attending occasional care in Term 2 or term 4 to prepare for Kindergarten next year, please call the office to discuss.

Please note: if your child is already accessing childcare, Kindergarten or family day care they are not eligible to attend occasional care. All occasional care children must be up to date with their immunisations and provide a copy upon registering.



Niina Marni—Hello and welcome to Darlington Children's Centre

Darlington Children's Centre is a learning community that values and recognises the importance of the role of families and carers in the development, education and care of their children. We work in partnership to support the learning, health and wellbeing of children and families through education, family and community enrichment programs. Our approach is guided by the principles, practices and outcomes of Belonging, Being & Becoming, the early years learning framework, the SA Children's Centres for early childhood development and parenting – outcomes framework, Reflect Respect Relate and the National Quality Standards.

Acknowledgement of Country

We recognise that our site is located on the lands of the Kurna people and we commit to helping care for and respect this land together. We acknowledge the traditional owners of the land we are on and pay our respects to their Elders, past and present, and extend that respect to other Aboriginal people who are present today.





Educators at our Kindergarten

Director:

Kim – full time– Teaching Friday

Admin:

Erica - Monday and Wednesday

Teachers:

Jacqui -Monday ,Tuesday and Thursday

Beck– Monday, Tuesday, Wednesday, Thursday

Sarah– Wednesday

Early Childhood Workers:

Suzanne– ECW Monday to Friday

Aza– Monday– Thursday

Vicki– Occasional Care Coordinator – Tuesday to Friday

Erica– Occasional Care Friday

Carly - Support Wednesday and Thursday

Fatin– Bilingual worker

Term Dates 2023

Term 1 30th January - 14th April

Term 2 1st May - 7th July

Term 3 24th July - 29th September

Term 4 16th October - 15th December

Preschool Session times

Group A ([mid year intake](#)) Monday and Tuesday 8:30-3:15 and alternate Fridays 12:15-3:15 (weeks 1,3,5,7,9)

Group B([January intake](#)) Wednesday and Thursday 8:30-3:15 and alternate Fridays 8:30-11:30 (weeks 1,3,5,7,9)



For afternoon tea time-

For afternoon tea we suggest items such as cheese and crackers, veggies and dip, muesli bars (no nuts) or your child might want a little treat like a muffin or tiny teddies. Please do not pack any lollies, chocolate, fruit juice or flavoured milks in their lunch boxes.

Water is the only drink at Kindergarten– please bring along a labelled drink bottle each day. We can refill this with our filtered water.

Our site is nut aware Kindergarten so please avoid packing peanut butter, nut bars and Nutella.

There are a few websites like crunch and sip that have lots of ideas to support lunch boxes





Lunch boxes

Our Kindergarten promotes safe, healthy eating habits in line with the Right Bite health food and drink supply strategy for South Australian Schools and Preschools.

For morning snack time -

Please pack a piece of whole fruit or cut up fruit, vegetables or cheese and crackers for morning in a container so children can take this from their bag rather than their whole lunch box. Having whole pieces of fruit supports children's independence, creates less waste for our environment, and helps with oral language development through strengthening muscles in and around the mouth. It also helps your child to pace their food consumption, ensuring they have enough left for the afternoon. We encourage you to think about your lunch box and container choices in relation to children's ability to successfully open and close these.

For lunch time-

We ask that you pack something that your child would typically have for lunch like cold pasta, a sandwich, a wrap, a roll, vegetable muffins. Please avoid using Nutella and peanut butter as these contain nuts and we have children at the site who have severe allergies to these products (anaphylaxis). We unfortunately cannot heat up children's food, however a thermos can be used for warm lunch options (e.g. chicken noodle soup, pasta and veg, baked beans). Children will typically want another snack after they have eaten their lunch like a muesli bar, cheese and crackers, yoghurt.



Kindergarten Sessions

If your child turns 4 years of age on or before 30th April then they are entitled to 15 hours per week of preschool for the year prior to starting school. If your child turns 4 between 1st May and 31st October they are eligible to commence the mid year intake of preschool in term 3. Currently we aim to have January children commence in the Wednesday/Thursday/Friday group and midyear children commence in the Monday/Tuesday/Friday group. We are allocated a capped number of enrolments per year so we may not be able to accommodate requests, changes to bookings or the session offers.

Children who turn 4 on or before 30 April 2023	Eligible to commence preschool at the beginning of the school year (term 1)	Completes all 4 terms of that same year.
Children who turn 4 between 1 May and 31 October	Eligible to commence preschool mid-year (term 3)	Completes terms 3 and 4 and terms 1 and 2 of following school year
Children who turn 4 between 1 November and 30 April	Eligible to commence preschool at the beginning of the of the school year (term 1)	Completes all 4 terms of that same year.

Orientation Visits

One orientation will be offered in term 4 the year before your child commences preschool. This will be an opportunity to get to meet the educators in your child's group and start to connect in with the children who will be attending the following year. For mid year intakes one orientation sessions will be provided in term 2 before your child commences in term 3.

During this visit our Department Speech Pathologist will attend to listen to children and we will put in a referral form for support



Policies

They are available for your perusal and include: Behaviour management, Bushfire management, Healthy Food and Snack policy, Sun smart policy and Grievance procedures. Please ask staff for more information.

Special Services

Early admission or extension of time in pre-entry and preschool is negotiable and may be offered to children with additional needs that may arise due to factors such as disability, developmental delays or giftedness, speech or language issues, or health/medical conditions.

Early admission will only occur following full consultation between the Director and parents, or where applicable Department for Education staff or personnel from specialist agencies, when it is agreed that extra time will offer educational advantages to the child and where the Kindergarten has the capacity to accommodate the child.

Department for Education offer assistance from some specialist support staff, including speech therapy, child psychology, social work, disability support and bi-lingual support. These services are free of charge.

Parking

Safety regulations and the number of available car park do not allow parents to drive inside the school grounds for Preschool pick up or drop off. Please park outside the school grounds and walk inside. Please encourage your child to walk on the paths.



General information and what to bring

- A named bag which your child recognises
- A snack in their bag separate for morning tea so children do not eat all their food at morning snack time. You can bring fruit, vegetable, cheese and crackers
- Lunch in line with our Healthy Eating Policy. We encourage children to eat their lunch at the table with their peers and to start to develop their own understanding of when they are full. We cannot make a child eat all their food. Please use an insulating bag with a cold pack. Our site is a NUT AWARE site. Please do not send any nut products such as peanut butter, Nutella or muesli bars containing nuts.
- Afternoon tea
- A named water bottle
- Clothing that covers your child's shoulders (sun policy) and that they can manage when toileting. Each child is supplied with a hat at the start of Kindergarten
- Shoes suitable for climbing (no thong) - laced, Velcro and sandals with a heel strap are preferred.
- Named spare clothes in case of messy play or toileting accidents. If your child needs help toileting, please inform us as soon as possible, so we can assist them during the day. Please ensure you pack additional spare clothes in case of accidents. If your child is not toilet trained at the time they start Kindergarten, a Continence Plan completed by your child's Doctor will be required. Please bring along wipes, nappies or pullups.
- In term 1, 3 and 4, please apply sunscreen to your child before coming to the preschool. Sunscreen will be reapplied at lunch time. The Centre provides Cancer Council—Ultra Sunscreen SPF 50+. If your child needs a specific sunscreen, please provide this for them.
- We look forward to celebrating your child's birthday. We have a special pretend cake that children can put candles on for their special day. We ask that due to the varying dietary requirements of children that you do not bring in anything



Kindergarten clothing

If you wish to purchase Kindergarten t-shirts—we limited stock for \$15 each. Come and chat with

Erica or Kim.

You can also order a range of colours through Eduthreads. All deliveries will come to the Kindergarten.

<https://eduthreads.com.au/collections/darlington-childrens-centre>



Medical Requirements

Some children require regular administration of medication. In all cases staff are bound by the Department policy of Administering Medication. Therefore we require parents to complete a number of documents, in consultation with your doctor, before we are allowed to give medication. Please discuss your child's medical requirements with the Director.

Illness and accidents

If your child is unwell with symptoms like conjunctivitis, a runny nose, temperature of 38 degree or higher, vomiting and diarrhoea the previous 24 hours, head lice which has not been treated yet, or a persistent cough then please keep your child home.

If you have given your child medicine (e.g. paracetamol) they should not be attending Kindergarten that day. **Please let us know if your child has an illness e.g. Covid, flu, hand foot and mouth so that we can inform the rest of the families.**

If a child injures themselves at Kindergarten we will fill in an accident report for you to sign. Should the injury involve a fall, head injury, wound or bite we will ring you to inform you and if required ask for your child to be picked up. Only minor injuries will be treated by staff such as those that require simple first aid e.g. a band aid, cold cloth etc. In the rare case of a more serious emergency an ambulance will be called and parents contacted as soon as possible.



Fees

Kindergarten funding resources come from a Government subsidy (which is dependent upon the number of children attending the Kindergarten), fees from families using the services, and from fundraising.

These fees help to support our Kindergarten to pay for new resources, art equipment and for the musical muscles program with Caleb. The Governing Council is responsible for maintenance, all indoor and outdoor equipment costs, upgrades to building and outdoor environments and for art and craft materials.

Kindergarten Fees:

Kindergarten fees are **\$125 per term**

3 year old Kindy fees are **\$100 per term**

This includes access to our Musical Muscles program. All Excursions will have an additional charge added to your account. You will find your account in your message pipe by the Kindergarten front doors to go inside. Please check this daily.

Hat charge : **\$8 billed to your account** (once per year charge)

These fees are payable within the first 4 weeks of each term. Prompt payment is appreciated. Families can opt to pay a weekly or fortnightly payment across the full year. Parents experiencing difficulty in paying these fees are encouraged to discuss this in confidence with the Director. We would prefer direct debit into our account otherwise all money must be given to the admin staff. Kindergarten and occasional care staff cannot take any money from families.

Bank SA

Account Name: Darlington Kindergarten

BSB: 105-112

Account: 407201840



Curriculum and the Preschool Quality Improvement Plan (PQIP)

Our curriculum is underpinned by the five learning outcomes described in the National Early Years Learning Framework: Belonging, Being and Becoming.

The learning outcomes are: children ...

- have a strong sense of identity
- are connected and contribute to their world
- have a strong sense of wellbeing
- are confident and involved learners
- are effective communicators

The Preschool Literacy and Numeracy Indicators support staff to extend and enrich learning and to track and monitor each child's learning through play.

Educators record observations of children's play and respond with intentional teaching which scaffolds and extends children's learning.

Our Curriculum is underpinned by our Preschool Quality Improvement Plan. (PQIP) Each Kindergarten uses the PQIP template to continuously improve their teaching and leadership and most importantly maintain a strategic focus on children's learning and on implementing the Early Years Learning Framework (EYLF) The purpose of the PQIP is to:

- Identify and celebrate what is working well
- Identify and plan against learning improvement goals that will improve learner outcomes and educator practices
- Monitor impact
- Review and evaluate the improvement goals

The Kindergarten will have four Preschool closures across the year to work on our Preschool Quality Improvement Plan and implement further training to support growth.



Information Sharing and communication

Nothing replaces the greeting and everyday conversations which take place between staff and yourselves. These are valuable for everyone in building relationships of trust and security.

On enrolling, your family will be allocated a message pipe, found next to the front door of the preschool. Please check it regularly as newsletters, fee accounts, fee receipts and lost property will be put here.

Our site has a Facebook page to support communication pathways with families. Please look for 'Darlington Children's Centre' and sign up for this. On Facebook page we post photographs and videos across the week. This allows us to connect with you on a weekly basis about the curriculum we have covered, how this connects to learning particularly in literacy and numeracy and general updates of our term planning. This is a way that you can have conversations with your child about what they have engaged with today. We do not post photographs of children's faces.

Delivering and Collecting Children

Please be prompt when collecting your child to avoid them becoming distressed.

In the interest of child safety we ask that you bring your child into the Kindergarten building upon arrival so that staff can acknowledge their arrival before you leave.

Please sign your child in and out on the daily attendance sheet located on the trolley. If someone other than yourself is going to collect your child, please write this next to your child's name. We also encourage you to always say goodbye and to your child and to set up a predictable goodbye routine.

Children are encouraged to develop independence by carrying and unpacking their own bags. Please encourage your child to hand their bag up on a hook under the verandah and put their lunch box and drink bottles on the trolley.

With the extended hours of learning from 8:30– 3:15 being offered in 2023 we understand for some children this may be a long day. Families are more than welcome to drop off between 8:30 and 9:00 and pick up earlier. We will commence our end of day group time at 3:00 and ask that once this occurs that families wait until 3:15 to pick their child up.