



Unley Kindergarten

Parent Information

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What to Bring

- **A named bag and hat.** We have a policy of NO HAT - NO OUTSIDE PLAY. This policy applies when the UV rating is above 3 and/or between 1st August to 30 April.
- **Snacks** - A piece of fruit, dried fruit, vegetables or cheese (to be kept in their bag with a cold-pack) separate to their lunch.
- Please avoid packing foods high in sugar, salt and additives in the interest of good nutrition. NO NUTS, sesame seeds or eggs, as we have children with anaphylaxis.
- **Lunch** - A named lunchbox (with a cold-pack stored inside) and drink bottle (with water only) to be placed in the designated trolleys.
- **Clothing and Footwear** - Please dress your child in clothes that allow them to get messy and have unrestricted movement for climbing etc. Supportive footwear should be worn for safety reasons (no thongs or heels). Please pack a change of named clothes.
- **Sunscreen** - We encourage parents to apply sunscreen at home, however sunscreen is available if you forget. The staff help children to reapply sunscreen at snack time and after lunch.
- **Toys** - All toys from home are discouraged because they often get lost or broken. The kindergarten has plenty of resources. However, if your child requires a comfort toy to ease their transition please speak with staff.
- **Birthdays** - are celebrated at a group time by singing and receiving a sticker. Due to allergies we are unable to share food from home.

Unley Early Learning Centre

We have an arrangement with this childcare which allows us to transfer children between sites. If you are enrolled at UELC and request your child to be transferred before or after kindergarten, a consent form and induction about the process is required.

Enrolling at School

Children are entitled to four terms of kindergarten before starting school. It is compulsory for children six years or older to attend school. Parents/ carers are responsible for registering children at their school of choice.

School Transition

We have close links with our two local schools — Unley Primary School and Parkside Primary School, and meet with the staff to plan an orientation program. Regular visits are made to Unley Primary School which allows children to become familiar with the environment and teachers.

A *Statement of Learning* will be written throughout your child's kindergarten year to highlight their growth at kindergarten; this is shared with the school to support continuity of learning.

Welcome to Unley Kindergarten...

Philosophy Statement

At Unley Kindergarten we provide an early childhood education program that is of high-quality and is evidence based. We have established a calm, homely environment where we cater for and reflect the individual needs and interests of our children. Our play-based curriculum values the strong voice of the child to guide their learning with educators encouraging and providing productive challenge. We facilitate collaborative learning using an inquiry approach and in doing so promote the development of dispositions and skills for lifelong learning.

Our curriculum and resources reflect our values of accessibility, flexibility, authenticity and connection with the natural environment.

At Unley Kindergarten each child is valued holistically and supported to develop their physical, emotional and social wellbeing. We strive to create a sense of belonging through respectful and nurturing relationships and recognise the role family, community and culture play in each child's life. We embrace the diversity that this brings to our kindergarten and strive to form meaningful partnerships with our families and the local community.

Term Dates

Term 3	21st July - 26th September 2025
Term 4	13th Oct - 12th December 2025
Term 1	27th Jan - 10th April 2026
Term 2	27th April - 3rd July 2026

STAFF

Director:

Jodie Grimm (on leave until Jan 2026)
Bachelor of Early Childhood Education,
Bachelor of Education (Special Education)

Lauren Luce (Acting Director)
Bachelor of Early Childhood Education

Teachers:

Melissa Miegel
Bachelor of Early Childhood Education

Tanya Hudson
Bachelor of Early Childhood Education

Amber Clegg
Bachelor of Early Childhood Education

Varinia Blyth
Bachelor of Education: Early Childhood

Early Childhood Workers:

Uzma Ali Kazme
Diploma of Children's Services

Julieann Sutton
Diploma of Children's Services

Incidents and injuries

If your child encounters a minor incident or injury at kindy such as a cut, scrape, bump, etc., they will be provided first aid and details of the incident recorded on an incident/injury form. You will be informed of the incident at the end of the day and required to sign this form.

You will be contacted by phone if a major incident or injury occurs that might require further medical attention.

Emergency Procedures

Both evacuation and invacuation procedures are displayed indoors and outdoors around the kindergarten. We have drills each term for the children to practice in the event of a real emergency. In the case of an emergency evacuation we will all move next door to the Village Green.

Excursions

We will notify families in advance of any local outings (e.g. walks) and excursions. All necessary information and a consent form will be issued. A risk assessment is completed for all outings and excursions. Children cannot leave the preschool without prior parent/guardian consent.

Policies

As a DfE kindergarten, we have both department and site specific policies and procedures. These are available for your perusal. Examples include:

- Behaviour management,
- Healthy food and snack policy
- Sun protection policy
- Grievance procedures

Please ask staff for more information.

Illness

If your child is unwell, please keep them at home. This will help them to recover and to assist in controlling the spread of infection. At kindergarten children are taught to:

- be aware of others when sneezing and coughing
- wash their hands before eating
- wash their hands after using the toilet
- wash their hands after handling animals
- never touch someone else's blood

If a child shows symptoms of illness while at kindergarten, educators will care for them and contact their parents/ emergency contact person. Please inform us of any illness your child may have been exposed to so that we can minimise outbreaks.

Health Care Plans

Children with a medical condition will require an Action Plan completed by a medical professional, a Health Support Plan, and a Safety and Risk Management Plan completed in collaboration between the kindergarten and the family. The appropriate medication is to be kept on site at all times and needs to have a pharmacy sticker on the medication (not just on the packaging) with the child's name and dose clearly stated. Without all 3 plans and medication requirements, children will not be able to attend kindergarten.

Medication

If medication is to be administered by educators (e.g. antibiotics), a Medication Agreement form needs to be completed by the treating doctor. No over the counter medication can be given, including creams, without a medication agreement form. Please note that educators are not allowed to give the first dose of a medication. If your child requires medication, please consider if they are well enough to be at kindergarten.

Session Times

Rosella group: Monday and Tuesday 8:30am - 3:15pm

Possum group: Wednesday and Thursday 8:30am - 3:15pm

Friday Nature Kindy Sessions: 8:30am - 1:30pm (3 per term)

Our program provides opportunities for children to

- Make choices about their learning
- Explore, experiment and make discoveries
- Follow instructions
- Follow routines
- Work individually or in groups on projects

Educators plan an engaging curriculum guided by the Early Years Learning Framework.

Within this Framework there are 5 broad **Learning Outcomes**

1. Children have a strong sense of identity
2. Children are connected with and contribute to their world
3. Children have a strong sense of wellbeing
4. Children are confident and involved learners
5. Children 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.

Nature Kindy

We operate a Nature Kindy Program on our Friday Sessions throughout the year. Within a natural setting, children are presented with many opportunities for taking calculated risks and in turn developing resilience. We believe Nature Kindy provides an ideal environment for collaborative learning and in turn supports children's social and emotional development. Time 'to-be' in nature fosters children's wellbeing.

Garden Program

Rebecca Mumford of Greenhill Living offers a food garden program educating children about how food grows. Each session includes an interactive reading of Greenhill Living books, The Garden Gang with Gaye the Garden Girl. The reading session will be followed by a seasonal planting activity in the food garden, or an individually tailored garden activity specific to our garden. Rebecca runs one session per term for each group of children on our Nature Kindy Friday session.

Support Services

DfE 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.

Other Services

CAYH Screening

Children are invited to visit the nurse at Fullarton Community Cottage to conduct a 4 year old health check prior to attending school. You will be notified accordingly when appointments are made available.

Communication

We strongly value the relationships we develop with parents/carers for the important contribution that they make to their child's wellbeing and learning. Your input supports your child to feel safe and confident while at kindergarten. We encourage you to discuss any issues as they arise. All staff are available for brief discussions before or after sessions, however if you know the issue will take some time we encourage you to make an appointment with a staff member or a phone call.

Additional modes of communication include:

- Newsletters and notices that are emailed/ text to families
- Notice board displaying information for your interest
- Daily information is available next to attendance sheet
- Floorbook displaying children's learning
(families are encouraged to contribute to this)
- Note pockets

Delivering and Collecting Children

When arriving and leaving the kindergarten, please ensure the gate is closed securely behind you and only let your own child through the gate.

Please avoid arriving early before sessions start as staff are preparing for the day, and be prompt when collecting your child to avoid them becoming distressed.

In the interest of child safety, we ask that you ensure that your child greets a staff member on their arrival before you leave.

Please sign your child in and out on the daily attendance sheet located in the front room.

If someone other than yourself is going to collect your child, please write this next to your child's name on the attendance sheet. Staff are required to check ID against the emergency contact details recorded in children's enrolment forms. Please notify the kindergarten if your child will be absent.

Governing Council

The governance of the kindergarten is a shared responsibility between council members, the director and kindergarten staff. Parents and staff work cohesively to effectively manage the kindergarten. A meeting is held twice a term to discuss issues relating to the educational program, funds, maintenance, community needs and issues, and much more.

Everyone is welcome to attend these meetings, and it provides a great opportunity to meet other parents and take an active role in decision-making about the kindergarten and community needs.

Parent Help

We welcome parent involvement in the preschool program and kindly ask that families volunteer to take the laundry home, care for our chickens on weekends or holidays, collect/return animals from the Nature Education Centre, or help with the end of term clean.

EduThreads

Unley Kindergarten clothes can be purchased from:
<https://eduthreads.com.au/collections/unley-kindergarten>
This is optional and not a compulsory uniform.



Parent Contributions

Kindergarten funding resources are derived from a government subsidy (which is dependent upon the number of children attending the kindergarten) and fees from families using the services.

We are dependent upon these funds to ensure the smooth financial operation of the kindergarten. The Governing Council is responsible for paying utilities, maintenance, all indoor and outdoor equipment costs, and for art and craft materials.

Kindergarten Fees: \$ 280.00 per term

(Inc. Garden Program)

Fee invoices are emailed and are payable within the first 4 weeks of each term. Parents experiencing difficulty in paying these fees are encouraged to discuss this in confidence with the director.