

Preschool Information Booklet



2016

Dear Parents / Carers

Welcome to Wagaman Preschool. We hope you and your child enjoy your time with us and take the opportunity to become a part of our school community here at Wagaman.

Our Preschool program represents quality care as set out by Australian Children's Education & Care Quality Authority (ACECQA). Additionally the program reflects the principles, practices and outcomes of the Early Years Learning Framework (EYLF) which provides a guide for us to promote children's learning using researched best practice strategies. For your convenience you can find a copy of the ACECQA Laws & Regulations in the Preschool foyer or you can access these on the website <http://www.acecqa.gov.au/>.

Our Preschool program provides a warm and secure environment for you and your child. Learning through play is integral to our program and children are encouraged to develop as individuals within our community of learners. Social skills, independence and oral language skills are viewed as being critical aspects of their development. We offer a flexible setting to support your child's individual developmental needs. We endeavour to create a happy, positive start to your child's future education.

We encourage parents and carers to contact us at any time, meet with us and spend time at the Preschool so that you also feel supported and secure in the Preschool environment.

Contact Information

It is essential that we have your up to date contact details and that you notify us of any changes to your address or phone contact immediately. Current information is essential in case of an emergency or illness.

You may contact the Preschool on **Preschool Phone** 8922 6016 or **School Phone** 8922 6011 or **Email** wagaman.school@ntschoools.net to leave a message.

Fundraising

Preschool is not a compulsory year of schooling. As a result Federal and Territory Government funding is minimal. To help supplement our program, fundraising is also an important means of income. Money raised goes towards purchasing new equipment, toys, art materials and other items. Throughout the year we will be requesting your support in our fundraising efforts. If you have any suggestions, or can lend a hand at any of our fundraising events, it would be greatly appreciated.

Preschool Voluntary Parent Contributions form part of this fundraising

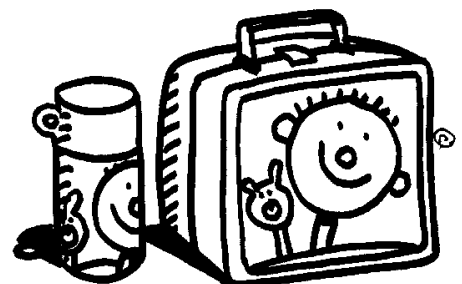
Preschool contributions help cover the cost of paint, paper, equipment and supplies. Contributions can be paid **\$5.00 weekly** or **\$50.00** per term (4 terms per year). Wagaman Primary School front office has Eftpos facilities for easier payment options.

Back to School Voucher

The Northern Territory Back to School Voucher is available for all Preschool children. This helps with the cost of school uniforms, excursions, library bags and stationery.

What does my child need?

- A school bag
- A water bottle
- A piece of fruit/vegetables for morning tea
- A healthy lunch such as a sandwich and a piece of fruit
- School uniform including a wide brimmed hat
- Shoes that they can be put on and off by themselves (no thongs)
- A change of clothes including underwear



**PLEASE ENSURE ALL PERSONAL ITEMS ARE LABELLED CLEARLY
WITH YOUR CHILD'S NAME.**

Preschool Sessions

In 2016 our Preschool will be offering parents a program of two full days and one half day, in keeping with the Australian Government regulations for the provision of 15 hours of Preschool per week.

Our full day program has two groups, Blue and Yellow.

Blue group session times are as follows:-

- Monday & Tuesday 8:15am-2:30pm
- Wednesday 8:15am- 10:45am

Yellow group session times are as follows:-

- Wednesday 12 - 2:30pm
- Thursday & Friday 8:15am-2:30pm

Feel free to nominate one of the groups when enrolling your child, keeping in mind that we will look at all enrolments on an individual basis, whilst also keeping a balance in numbers and gender ratios.

Session	Monday	Tuesday	Wednesday	Thursday	Friday
8.15 am to 2.30 pm	Blue Group	Blue Group	Blue Group 8.15-10:45am	Yellow Group	Yellow Group
			Yellow Group 12-2:30pm		

Lunches

As we promote healthy eating at Wagaman School, children are to bring a healthy morning tea and lunch to preschool on the full day sessions. On a Wednesday children will need to bring a small healthy snack for morning tea. Lollies, chocolates and soft drinks are not accepted at Preschool and will be sent home.

Half Day

We understand that some children are developmentally not ready for full day Preschool sessions and wish to continue to offer a flexible program. Parents may negotiate a modified program with Preschool staff, and your child may attend two days 8:15-10:45am in addition to the Wednesday session.

Over the year we will closely monitor children and may make suggestions if we feel your child is not coping with the chosen full day group. Open communication between Preschool staff and parents/carers is essential in providing the best opportunities and Preschool experience for your child.

Arriving at Preschool

For your child's safety it is essential an adult waits with them until the Preschool is open. You are welcome to wait in our foyer area and we encourage you to browse through our parent information stand, check our Preschool notice board, look at your child's Learning Portfolio or have a chat with other parents. As a safety measure we ask that parent/carers sign their child in on arrival and collection.

On arrival, please encourage your child to be as independent as possible. Children can put their own bag away, place their lunchbox on the trolley, drink bottle in the tray and join their peers for puzzles and books. You may also join your child for puzzles or read a book with them before our morning session begins.

Collecting your child from Preschool

Please be on time when collecting your child from Preschool. Children become quite anxious if they are not collected on time so please ensure that you make appropriate arrangements so that children are picked up promptly. After school care programs are available if you work later hours and information is available at the Wagaman Primary School Front Office.

If you are, for any reason, late picking up your child, please contact the school. It is Preschool policy that no child is allowed to leave **unless accompanied by an adult**. Written permission is required for adults other than parents or carers picking up your child.

Health & Safety

If your child is unwell please keep he/she home so that they do not spread the germs. If they are not going to be attending Preschool please contact the school by phone or send through an email. Absences are recorded on student files if they are not notified.

Medication & Accidents

Preschool staff are not permitted to give medication to children at Preschool. If your child is sick please keep he/she at home. If your child falls ill at Preschool or has an accident we will contact you as soon as possible.

Upon enrolment, please specify any known allergies, symptoms and signs to look out for and outline appropriate response and treatment. Likewise, if your child suffers from asthma, no matter how mild or severe, please see your family doctor before enrolling them in Preschool and have them complete an Asthma Management Plan. Your child's Asthma Plan will be kept on file and be used in case of an asthma attack.

Infectious Disease Table (Northern Territory Centre for Disease Control)

If your child has any of the following they must stay home for the recommended recovery time.

Condition	Child to stay at home until:
Conjunctivitis	Exclude until discharge from the eyes has stopped, unless a doctor has diagnosed non-infectious conjunctivitis
Chicken Pox	Exclude until all blisters have dried—this is usually at least 5 days after the rash first appeared in non-immunised children, and less in immunised children
Fungal infections of the skin or nails (e.g. ringworm, tinea)	Exclude until the day after starting appropriate antifungal treatment
Head Lice (Nits)	Not excluded if effective treatment begins before the next day at the education and care service.
Hepatitis A	Exclude until a medical certificate of recovery is received and until at least 7 days after the onset of jaundice
Impetigo (School sores)	Exclude until appropriate antibiotic treatment has started. Any sores on exposed skin should be covered with a watertight dressing
Influenza and influenza-like illnesses	Exclude until person is well
Measles	Exclude for 4 days after the onset of the rash
Meningitis (viral)	Exclude until person is well
Meningococcal infection	Exclude until appropriate antibiotic treatment has been completed
Mumps	Exclude for 9 days or until swelling goes down (whichever is sooner)
Pertussi (whooping cough)	Exclude until 5 days after starting appropriate antibiotic treatment, or for 21 days from the onset of coughing
Rubella (German measles)	Exclude until the person has fully recovered or for at least 4 days after the onset of the rash
Viral gastroenteritis (viral diarrhoea)	Exclude until there has not been a loose bowel motion for 24 hours
Worms	Exclude if loose bowel motions are occurring. Exclusion is not necessary if treatment has occurred

These are just some of the infectious diseases your child may encounter. For further information on infectious diseases you can ask your family doctor or go to the following website <http://www.health.nt.gov.au>

Preschool Library

Reading to children is an important daily activity at home and Preschool. To encourage and develop a love of reading we have our own library and welcome families to borrow books at any time. Children must have a library bag in order to borrow.

Swimming

Swimming occurs term 1 and term 4. Each group is offered water activities and swimming in the Preschool pool one day per week for approximately 5-6 weeks. Parents will be notified through the newsletter when this will occur and will be asked to complete a permission form.

Buddies

Each year the Preschool children connect with a senior class to implement a buddy program. We meet with our buddy class each fortnight to participate in fun activities such as reading together, ball games, sharing activities at Preschool etc. The aim of the program is to support children in their transition to school.

Birthdays

We are happy to celebrate children's birthdays at Preschool, however our healthy eating policy states that we are to ensure that we promote healthy food eating. We would suggest a fruit platter or healthy food as an alternative to a cake for birthdays.

Assembly

Families are all welcome to attend whole school and Early Childhood assemblies on Friday mornings from 8.30 - 9.00am. Assemblies are held in the 'Blue Room' for Early Childhood assembly or in the Assembly Area for Whole School assemblies. Twice a term all parents are invited to attend a 'Friday Morning Friends' session. Mini workshops are presented to parents and morning tea is provided. More information about these sessions will be sent home as they become available.

Hearing & Eyesight

We highly recommend that you have your child's hearing and eyesight checked before they start Preschool. Staff at the Preschool can organise for a hearing test. Eye testing must be organised privately and most optometrists will bulk bill for this service

Playgroup

All parents, carers and children are welcome to attend our Wagaman Playgroup. The playgroup sessions are intended to provide opportunities for parents and children to meet each other, become comfortable in our Preschool environment and interact through play experiences. Parents are expected to stay for the whole session and are involved in the running of Playgroup sessions. Children of all ages are welcome. Playgroup currently operates on Friday morning from 9.00 - 11.00am.

Preschool Agreements

During your child's first few weeks of Preschool children will be introduced to our Preschool rules which are reflective of the TRIBES agreements. These Agreements are used by the whole of Wagaman Primary School and become our code of behaviour at all times with everyone we come into contact with. They are upheld by adults and children alike. The Wagaman Preschool agreements are:

- **Mutual Respect** - We treat others as we would like to be treated
- **Attentive Listening** - We listen with our eyes, ears and hearts
- **Appreciations/No Put Downs** - We speak kindly to others and consider their feelings
- **Participation / Right to Pass** - Everyone has different comfort levels that affect how they choose to participate
- **Personal Best** - We try our best in everything we do



Parent / Carer Involvement

As a parent you are your child's first teacher and an important source of information to us. We encourage you to make a time to meet with us before the end of the year to discuss your child's interests, your own hopes and expectations and other important information that can assist us to work with your child.

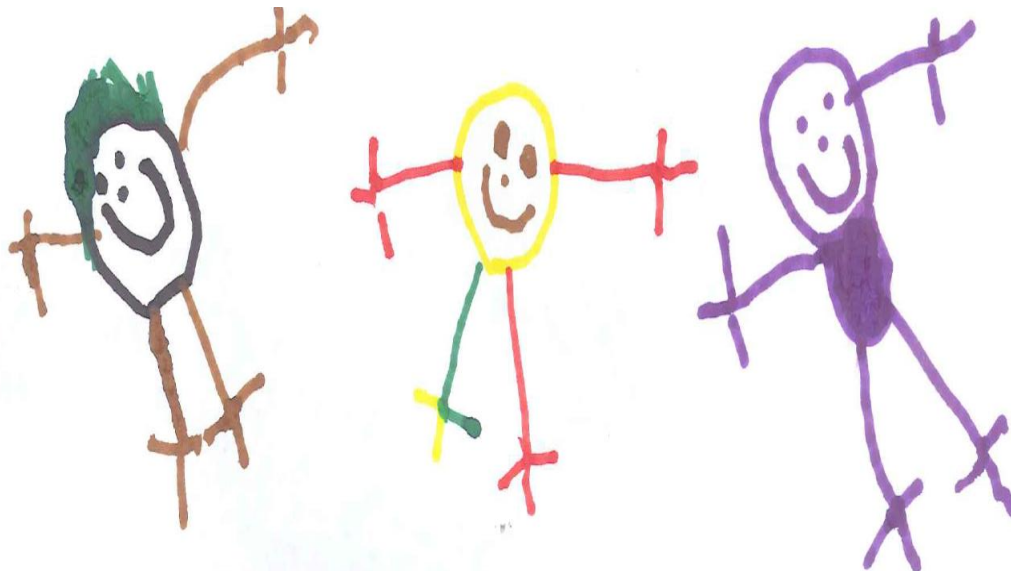
There are many ways to become involved in the Preschool and many opportunities for you to further your child's learning at home and in other places. We understand that families are busy and that often Preschool session times are within normal working hours. This can make it difficult for you to visit or be involved in the program personally.

Some ways we encourage involvement that cater for the range of family needs are:

- School and Preschool Newsletters
- Informal phone calls
- Scheduled parent/teacher meetings to chat about your child's successes
- Learning Portfolios displaying your child's work samples and development
- Parent Workshops
- Join our school council as a parent representative
- Input to our ACECQA Quality Improvement Plan (QIP)
- Help with fundraising and other small projects
- Whole school events eg Assemblies, Cultural events
- Family social events such as breakfasts, morning teas, barbeques etc.

Volunteers

We are always happy to have an extra pair of hands at Preschool. This is another great way to get involved with your child's education. If you have time to spare you are more than welcome to come in and help out at Preschool. We have a Volunteer sign in book in the foyer for you to register when you arrive and sign out when you leave.



We hope you have found this information useful. If you have any further questions please do not hesitate to contact us. We look forward to working with you and your child and hope that your child's year at Preschool is an enjoyable one.

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