



Mitcham



Preschool
Centre

Mitcham Pre School Centre Newsletter

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Welcome back to the start of 2017

Welcome to all our families to Mitcham Pre-school. We hope the festive season was enjoyable and you have had a relaxing holiday with your family.

This is the fourth year, where all children commence preschool in term 1 and spend the year together before moving onto school at the completion of term 4. It will certainly be a busy time, as we all settle into new routines. However, once settled the groups remain constant throughout the year, rather than children come & go each term, as in our previous system.

We hope your time at Mitcham Preschool is fun, enjoyable and rewarding.

Curriculum

Week 1 & 2, will be settling into kindy for children, staff & families. Children will be adjusting to new routines & rules, making new friends, busy-ing themselves in daily activities. There is so much to learn in a new

environment.

Once the children are settled we will commence our focus of learning for the term.

Our focus will be

"Literacy in the garden"

We will use a new document called "Preschool Literacy and numeracy Indicators" to explore literacy focusing our learning in and around the garden.

Our focus will include not only exploring the pre-schools vegie garden, but the smelly garden adjacent to the preschool, the park next door, and the Botanical Gardens / Little Sprouts Kitchen Garden etc.

Staff are finalizing the term curriculum this week and the

Term overviews and diary dates will be out at the beginning of week 2.

Look out for these notes in your child's name pocket./ app / email.

It will be a wonderful term of teaching & learning.

Throughout the term, there will be regular information on literacy, shared through articles sent to the APP / Email and also included in newsletters.

I hope you find them interesting and informative.

Term 1, 2017

Newsletter 1

PLEASE
REMEMBER
TO SEND A
HAT EVERY-
DAY
"NO HAT NO
OUTSIDE
PLAY"

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Volunteering at preschool

To volunteer your time to attend excursions, help out with the funastics motor coordination program, attend walk & talks, be a member of the Governing Council etc, parents and care providers must attend **RAN-EC training**. That is "**Reporting abuse and Neglect—Education and Care Training**".

This is a requirement for all DECD's schools and preschools. Without attending this training, you **CANNOT** help out on excursions

etc, where you will be supervising children.

I will be running a "RAN-EC Training" evenings—1 mid, term 1 and the second early term 2). More information will be out closer to the time.

If you have attended this training at your local school, in the last 3 years, you will not need to do it again. I will just need a copy of your certificate.

A thought!

Before becoming a parent I never knew you could ruin someone's day by giving them the wrong coloured cup!



Diary for pick ups Term Dates

It is important that staff are informed of any changes in care arrangements such as your child being collected by another adult other than their usual parent / carer etc. We have a diary on the sign in table where you can record that your child is being picked up on a particular day by someone different. It's also important to inform a teacher of the different arrangements. If something unexpected occurs which means your child is going to be picked up by someone else, then just give the kindy a call.

We appreciate your support with this as informing us avoids confusion for staff.

Term 1:

January 30th — April 13th

Term 2:

May 1st — July 7th

Term 3:

July 24th — September 29th

Term 4:

October 16th — December 15th

Sign in & out

As part of the National Quality Standards introduced in 2012, all parents / care providers must signed in and out everyday they attend.

We have a "sign in" area just inside the main doorway. On the table you will find sign in forms, plus a collection of magazines etc for you to take, as they become available.

PLEASE REMEMBER TO SIGN YOUR CHILD IN AND OUT EVERYDAY.

APP / Email

Last year I gave you some information about the "Skoolbag" phone APP for Android / iPhones. as a means of sending newsletters and notices to you. For those families without Android / iPhones, this information will be sent via email.

For the first newsletter of the year, I have given you a hard copy of the newsletter. However, all following information will be sent to the APP / email. Can you please make sure the APP is downloaded to your phone to ensure that you receive the information.

Excursion notes & social events will be provided in hard copy and placed in your child's note pockets as RSVP forms will need to be returned to the preschool.

Previous families found the APP / email a positive way of being informed, rather than hard copies. I hope you find it useful too.

Staff for 2017

Our staff for term 1 are

Chris Catt—Director (Full time)

Amber Lee—Teacher (0.5)

Laura McPherson—Teacher (1.0)

Carol Uznik—ECW (Full time)

Robyn Hillier—ECW (0.5)

Lyn Kromer—ECW (0.5)

Pat Cosh—volunteer (Monday / Tuesday afternoon)

Blue group staff are

- Chris Catt
- Laura McPherson
- Carol Uznik
- Lyn Kromer

Gold Group staff are

- Chris Catt
- Laura McPherson
- Amber Lee
- Carol Uznik
- Robyn Hillier
- Lyn Kromer

There are additional staff allocated to gold group as staff have their non contact time on these days. For example, Amber & Carol are off the floor on Monday afternoons preparing activities for the following week. Laura is off the floor Wednesday afternoons focusing on ICT & photos / learning stories for children's folders. I have an administration day on Fridays. When staff are "off the floor" preparing resources, carrying out admin tasks etc, there are staff members there to "cover" to ensure we keep the 1: 11 (educator to child ratio) at all times.

We look forward to working with you and your child throughout the year.

Friendship list

Each year we put together a friendship list for both the gold & blue groups. These lists become a contact list for parents who may wish to set up play dates etc for their children. It's not compulsory to have your name on the friendship list. To have your name on this list you need to have completed the blue form attached to this newsletter by **Friday February 10th.** Forms received after this date will go on term 2's list.

Staff do not handle this task so please do not rely on us to complete the form. All completed forms go in the brown box no later than

Friday February 10th

Term 1 Fees

During the next week, you will receive a fees account in your note pocket. Fees for term 1 are

- Kindergarten—\$205.00 (this includes a \$20.00 fundraising levy per family per term and a \$20.00 excursion / incursion /

special events levy per term)

You have 3 weeks to pay the fees. If you have any queries, please do not hesitate to speak with me. All conversations will be in strictest confidence.

BSB number / paying fees

Payment of fees, excursions etc can occur through cash & cheque payments. We also have on line banking for your convenience in paying fees. You will also find the BSB number on your account

BSB no. 105084

Account no. 323231040

Whilst we have BSB for paying fees we prefer the smaller amounts for excursions etc to be paid to the centre (in cash) via the brown box. However, if it is more convenient to pay excursions via the online system, that will be fine. When making any payment via on line banking please make sure you record your name / the number on your fees account etc, and place the account in the brown box. This will allow easy identification by the treasurer.

If paying by cash please make sure you have the correct money.

Place the money with the payment slip in an envelope, in the brown box located on the shelf near the kitchen. Please be aware that staff do not give out change, if you do not have correct money in the envelope,

Nutrition Policy

Last year, you received a nutrition policy in a pack of information. Below is a quick guide to suitable / unsuitable foods for lunch. The guide can also be used for snacks. However, we do not recommend sandwiches for snack & lunch on a full day as they are very filling. We find children who have a sandwich for snack are unlikely to eat a sandwich for lunch.

If you would like another copy of the nutrition policy, just ask one of the staff or I can send a copy via email. Alternatively a copy can be found of the website and phone APP.

Each day your child comes to kindy for lunch, PLEASE PUT THEIR LUNCH BOX IN THE CLEAR BOXES ON THE VERANDAH.

Please look for their name on the box.

Please DO NOT keep their lunch in their bag as the children tend to eat it for morning snack, Keep their snacks in their bag, but not their lunch.

Foods that <u>are</u> suitable for lunch time	Foods that are <u>not</u> suitable for lunch are
Fresh fruit	Cakes & sweet muffins
Dried fruit	Sweet biscuits & flavoured crackers
Vegetables	Roll ups
Cheese	museli & fruit bars
Savoury sandwich (eg vegemite, ham, cheese) "Roll up" with mountain bread, or other flat breads	Chips, chocolates & lollies
Rice cakes, plain crackers (Eg plain sakatas)	Packaged & processed food such as cheese & biscuits (eg cheese & dip packets, apple chips)
yoghurt, (Yogurt is permitted for lunch when children are accessing a full day, to ensure they receive their daily requirement of dairy)	Apple chips and other freeze dried fruits

Nut Free Policy

Just a reminder about our "NO NUT POLICY". There are children who have life threatening reactions to nuts. In fact some children can die from an anaphylaxis reaction to nuts, by simply touching them. It is our duty of care to keep everyone safe at kindy. Therefore we **DO NOT** allow foods that contain nuts such as peanut paste, nutella, muesli bars. If you forget and put a food into your child's lunch box, that contains nuts, we will ask your child to leave it in their lunch box and offer them an alternative.

In the interests of everyone's health & safety, please do not send foods that contain nuts.

Our nutrition policy supports children's learning through the philosophy that we eat everyday / healthy foods to support our learning. We acknowledge "sometimes" food is fun and enjoyable to eat but not to eat everyday at preschool.

The nutrition policy is approved by the Governing Council and is in line with the National Quality Standards.

Yoghurts

Due to choking hazards we **do not** allow yoghurts in the squeeze packs with screw top lids. We had an incident whereby a child removed the lid with their teeth, which resulted in the child choking. Please send yoghurts in the tubs with a spoon. If you have any queries please do not hesitate to speak with the staff.

Some reminders

When sending your child to kindy please remember to send everyday

- A sun hat—"NO HAT NO OUTSIDE PLAY"
- For full days—morning & afternoon snack and lunch—
- For half day—snack
- Please have a cold pack in their lunch box as we do not have fridge space for children's lunches.
- Please place lunch boxes in containers on the verandah.
- **Snacks stay in their bags.**
- bottle of water or a plastic cup (we provide a container of water). **Please do not send cordial or juice**
- Please place drink bottles in the basket on the verandah. You will find your child's name on a card in one of the baskets.
- A change of clothes incase of accidents, or getting wet through water play activities
- A back pack or other type of bag for all their possessions.
- Please make sure all their items are labeled with their name.

Boxes, Boxes, Boxes

We are in need of boxes of all shapes and sizes for the box construction. Children love making with boxes. It is an activity that develops children's

- problem solving skills (how will I put these boxes together / how will they stick),
- numeracy skills (what sizes will I need, how many boxes do I need, how long will it measure)
- Creative skills (what will I make with the boxes?)
- Social skills (sharing, turn taking, working cooperatively)

So please start collecting boxes for us as soon as possible. They can include cereal, biscuit, toothpaste, tea bag, packet mixes etc, etc. Please **DO NOT** send washing powder boxes, personal hygiene or medication boxes or milk containers. We can't use them.

Thank you. All our constructionists will love the boxes you bring in. You may get them back home again, in a creative masterpiece!

Clothing

We have a range of clothing for sale which have the Mitcham Preschool logo as part of their design. It is not compulsory to wear the clothing. It's totally up to you and your child.

The range includes

- Navy t shirts with hot pink logo in sizes 4 & 6 (cost is \$10.00 each)
- Navy t shirts with white logo in sizes 4 & 6 (cost is \$10.00 each)
- Navy jumper (fleecy) with white logo in sizes 4 & 6 (cost is \$25.00 each)
- Navy bucket hat with white logo, one size fits all (cost is \$10.00 each)

There is a display of the clothing in the passageway above the lockers.

Clothing must be paid for at the time of purchase by cash or cheque. Please have the correct money as we do not have change. Please see one of the staff if you are interested in purchasing any items of clothing.

Annual General Meeting 2017

Each year, an Annual General Meeting (AGM) is held to elect a new Governing Council for the coming year. This year the Annual General Meeting will be held on

Monday February 20th

Being involved on a Governing Council is very rewarding. It is a way to meet new friends and find out what happens behind the scenes at kindy. You are also involved in making decisions and setting policies, that support your child's education. Without a Governing Council, we can not make these decisions or operate financially.

Our governing council meets twice per term in the evening. We only have one fund raising event per year and 2 social events. Therefore time involved on the Governing Council, outside of meetings is limited.

You can be involved in a position on the Governing Council, such as Chairperson, secretary or treasurer, or as a social member.

Information about the evening, and the role of the Governing Council will be available soon.

If you are interested in finding out more or would be interested in joining the 2017 Governing Council, please come and speak with one of the staff.

The 2016 Governing Council will have some exciting projects to be involved in such as up grading the outdoor area.

So 2017 is going to be an exciting year.

We look forward to your support in 2017

At the end of the day

To reduce the congestion of exiting the building at the end of the day, we developed a system a couple of years ago which works really well.

- After we have packed up at the end of the day, Children will pack their bags
- They will place their bags outside on the verandah to collect as they leave
- we then have the last mat time of the day (usually songs & games)

When we are ready to say goodbye to the children, we open up the main doors and invite you to come in.

- the children remain sitting on the mat until we see you and say goodbye to them individually. This can be difficult for some children as once they see you they want to leave, But for supervision reasons, they must wait until we have said goodbye. It can take a bit of practice, but they adapt to the routine quickly
- when exiting the building we open up the second set of doors that lead onto the verandah. People can exit through these doors or the bathroom so there is a flow on, rather than congestion.

Notice boards

Finally

We have several notice boards throughout the preschool (on the verandah, by the sign in table, in the passageway) There is always a wide range of interesting information, general community / site information placed on the board for you to read. We will also place photos on the board in the passageway, as we participate in range of wonderful activities over the year. Keep an eye on the board for new information and updates.

This has been a lengthy newsletter to start the year. Please keep newsletters, diary dates, excursion notes etc in a safe place so that you are aware of what is happening at kindergarten. It is a good idea to have a diary & transfer dates into the diary.

It is going to be a busy but exciting year at Mitcham Preschool

Thank you as always for your continued support.

It is always appreciated.

Chris, Laura, Amber, Carol, Robyn, Lyn, Pat

A poem

I LOVE YOU

I am your PARENT, you are my CHILD
I am your QUIET PLACE, you are my WILD

I am your CALM FACE, you are my GIGGLE
I am your WAIT, you are my WIGGLE

I am your DINNER, you are my CHOCOLATE CAKE
I am your BEDTIME, you are my WIDE AWAKE

I am your LULLABY, you are my PEEKABOO
I am your GOODNIGHT KISS, you are my I LOVE YOU

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