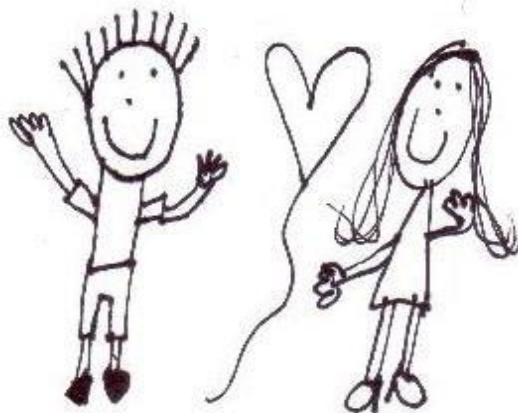


**Hendon**  
**Pre-school**  
**Information for**  
**Families**



# Hendon Pre-school



## WELCOME

We would like to welcome you and your children to the Pre-school section of our school.

Parents and families are children's first teachers.

Please let us know if you have any special interests to share or would like to be involved in other ways. We hope that by parents and educators working together that you and your children will have a successful and enjoyable time in the pre-school.

## ADDRESS

Cedar Avenue (Gate 4)  
Royal Park SA

## CONTACT NUMBERS

Phone: 8244 3264  
Email:  
[dl.1585.info@schools.sa.edu.au](mailto:dl.1585.info@schools.sa.edu.au)

## EDUCATORS

Senior Leader: Aella Leaver

Teachers: *Victoria Harwood, Georgia Hicks*

School Support Officers: *Rebecca Knowles, Jill Berry, Jon Holbrook, Crystal Ferguson*

School Principal: *Sue Mittiga*

Deputy Principal: *Troy Pathon*

Student Wellbeing Leader: *Kimi Johns*

## **Our Vision:**

"To empower our children to become lifelong learners who care for and respect themselves, each other and the environment".

## PHILOSOPHY

**Our Place:** Hendon Primary School was opened in 1952, catering for children from pre-school to their final year of primary school. Located on the school grounds, Hendon Pre-school is a place rich in diversity. A place that prides itself on its strong connections within the community.

**Our vision.** "To empower our children to become lifelong learners who care for and respect themselves, each other and the environment"

Hendon Pre-school is located on Kurna land and respectfully, we incorporate Aboriginal perspectives into our daily program.

Hendon Pre-school acknowledges that Aboriginal and Torres Strait Islander people are one of the oldest living cultures. We are proud of our increasing Aboriginal enrolments.

We recognise the Kurna people and their land. Hendon Pre-school acknowledges that we are meeting and learning on the traditional country of the Kurna people of the Adelaide Plains. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

**Children:** We believe children should develop a love for learning in an environment that encourages experimentation, exploration, risk taking and collaboration.

An environment where all children have the right to feel safe, secure and happy whilst learning to manage risks, be inquisitive, dream big and have fun.

**Therefore we :**

- ◆ Support children to become environmentally responsible, promote sustainability and connect through nature
- ◆ Respect and celebrate each child, their culture, their experiences and their abilities
- ◆ Incorporate child voice into our planning and documentation
- ◆ Provide access to inclusive learning opportunities
- ◆ Encourage a strong sense of identity
- ◆ Promote nutrition
- ◆ Provide access to quality and varied equipment—loose parts, nature play, etc
- ◆ Support a play based curriculum
- ◆ Assist with the development of life skills

**Family and Community:** We recognise that families are the first and most important teachers. We believe that working in partnership with families and community is essential for high quality learning environments. We believe that we all have the right to be respected, accepted and supported, emotionally, physically and culturally.

**Therefore we:**

- ◆ Promote trust and respect
- ◆ Value and celebrate diversity
- ◆ Promote a sense of community and mutual support
- ◆ Support families to access community agencies
- ◆ Actively promote communication in various forms
- ◆ Build secure relationships
- ◆ Create an environment where everyone is listened to and responded to sensitively
- ◆ Share learning growth

**Educators :** We believe learning is life long. Our educators are passionate about quality education for our children and participation in quality professional development is encouraged. Best practice and quality outcomes underpin our practice.

We view children as competent and capable learners that have the right to participate in planned experiences and environments in an environment that is rich and stimulating.

**Therefore we:**

- ◆ Critically reflect for continuous improvement
- ◆ Collaborate
- ◆ Provide a safe, secure, caring and respectful learning environment
- ◆ Use a play based approach
- ◆ Provide a range of activities
- ◆ Provide an environment where all children have the ability and right to develop to their full potential
- ◆ Use an inquiry approach where children lead the learning
- ◆ Plan for and share children's joy in discovery

## What to bring to Pre-school

1. A clearly named **backpack** for carrying belongings. Each child will have their own notes tray. Please check your child's tray each day for any important notes.
2. A change of **clothes**.
3. A piece of **fruit** to share.
4. Healthy lunchbox (e.g. sandwich, fruit, yogurt, vegetable & cheese sticks).
5. **Named** water bottle.

We ask that children don't bring their own toys to the centre, there is always a risk that they may be damaged or lost which can cause distress.

## Material and Service Charge

**\$220 per year (payable in instalments)**

Families are invoiced and payments can be made to the Hendon Primary School office or through the QKR app

## Pre-school Sessions: sessions run from 8.40am – 2.55pm.

Four year old children can access 15 hours of pre-school at the centre, this is accumulated by attending a 5 day fortnight (2 days first week & 3 days second week) days will be discussed at the time of enrolment. Children turning four before May 1<sup>st</sup> are eligible to start pre-school at the beginning of the school year. Three year old Aboriginal and Children and young people in care are eligible for 12 hours per week. Early Entry is available for eligible children depending on capacity.

## Curriculum

We use the Early Years Learning Framework (EYLF) – Belonging, Being & Becoming and Pre-school Literacy and Numeracy Indicators as a basis for our planning. This framework is used in all Australian Pre-schools. The framework aims to enhance and develop children's learning from birth to 5 years of age.

There are 5 developmental learning outcomes:

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

## Clothing

We will provide a named broad brimmed hat free of charge that is required to stay at Hendon Pre-school. **Please dress your child in play clothes.** Play involves a 'hands on' approach which often results in children getting messy. Clothing needs to be comfortable and easy to manage when your child uses the toilet. Remember that your child needs protection from UV radiation at all times so choose clothing that covers upper arms and shoulders so they can play safely outdoors. Appropriate footwear is also required – no high heels, thongs or slippers.

Hendon Pre-school t-shirts are available for purchase at the centre. The t-shirts are available in navy and pale blue for a cost of \$10.

## Library Borrowing

Children will have the opportunity to borrow from the school library once a fortnight. Children will receive a library bag and are required to bring it every fortnight.

## **Sun Smart**

We are fortunate to have a shaded outside area that provides some protection from UV radiation. Outdoor activities will be planned under these areas on hot days. Wide brimmed hats are supplied. **We ask that you apply sun block to your child prior to the start of the day, educators will assist in re application at lunch time.** Sun block is available at the centre if required. If your child has sensitive skin please provide sunscreen for your child's exclusive use.

## **Health and Safety, Arrivals and Departures**

Our children are to be signed in and out. The sign in/out sheets are found in the front foyer.

Session times are 8.40am – 2.55pm. Please do not send children earlier, unless arrangements have been made with Educators. We use this time to set up learning experiences for your child. OSHC is available to families outside of the pre-school times.

Please notify educators if your child is to be collected by someone other than their primary caregivers. **Proof of identification** will need to be provided.

## **Dental Clinic**

Children under 5 years of age receive a free dental check. After this time, a nominal fee is required to receive regular dental care from the School Dental Service. This is located at the southern end of the school grounds. Appointments can be made on ph.: 82681712.

## **Illness and Accidents**

If your child is seriously injured or becomes unwell during the session we will contact you and/or obtain medical treatment.

## **Emergency Contacts**

On enrolment, parents/caregivers need to nominate at least two additional adults who can be contacted in an emergency should the enrolling parents be uncontactable. If these contact people or numbers change, educators need to be advised immediately.

## **Sickness**

Your child will get sick from time to time. Please call the Pre-school in the morning, if your child is unwell. It is important to notify the centre if your child is sick so that we can take the appropriate action to help prevent the spread of infection.

If your child has a contagious illness (e.g. vomiting, diarrhoea) educators need to be notified and exclusion periods applied. For example children should not attend pre-school until 24 hours *after* the last loose bowel motion or vomit.

If your child needs to take medicine prescribed by a doctor at any time, we need to have signed permission to administer the medication.

If your child is unwell we encourage them to rest and recoup at home.

## **Immunisations**

**DECD** policy requires you to present your child's current immunisation record (available on the My Gov app or through your GP). This statement must be printed from the Australian Immunisation Register no earlier than 1 month before enrolment, then again by 30<sup>th</sup> June of their pre-school year.

## **Working with families**

Please check your child pigeon hole located above the back lockers daily for notes and newsletters. A slideshow of the preschool day will be displayed on the foyer Television.

Good communication is essential between parents, care/givers and educators. Establishing positive relationships gives children a greater chance of success. We hope you feel comfortable in approaching educators with any concerns you may have. As all Educators are not available every day we ask that you make an appointment for issues that require extended discussions.

In the event of a grievance the following procedures can be used:

- Everybody has the right to feel safe
- Everybody should be treated with respect
- Grievance meetings will be suspended if any person(s) behave in an insulting, threatening or offensive manner.

Children with a grievance will be encouraged to use the following steps:

- Talk to the person involved about the problem
- Talk to an educator about the problem
- Talk to a parent/care-giver

Parents/caregivers with a grievance should:

- Arrange a time to speak to the relevant educator member about the problem
- Let educators know what the issue is about (at an appropriate time)
- If the issue isn't addressed, forward your concerns to the Principal (Sue Mittiga).

### **Family Playgroup**

Playgroup is held on **Friday mornings 9:00am – 11:00am** in the Out of School Hours Care (OSHC) room, entry is from Risely Ave.

Children and their families are welcome to attend. During this time the children participate in both indoor and outdoor activities.

### **Transition to school**

Children who are enrolled in our school based Pre-school participate in an extensive transition program. In the term prior to commencing school, children have scheduled visits to their new classrooms, having the opportunity to meet their teacher and peers. We aim to provide the children with a smooth and happy experience into formal schooling.

