WELCOME TO MOANA KINDERGARTEN

We hope that you and your child feel at home in this Kindergarten community. Parents are welcome to spend time with their child at Kindergarten, to join in with their activities, and help with the preparation of materials or cleaning-up after a session.

Our core business is to provide a quality teaching, learning and caring service for pre-school children. Our curriculum is based on the Early Years Learning Framework assisting your child to develop a strong sense of their identity and wellbeing, connection to their world, effective communication skills and confidence and involvement in their learning.

We will seek the support and involvement of kindergarten families, support services, and the community while respecting and valuing their needs and expectations.

SESSION TIMES:
Monday and Tuesday - 8.30a.m. to 3p.m. Alternate Wednesday* - 8.30a.m. to 12.30p.m.
OR
Thursday and Friday - 8.30a.m. to 3p.m. Alternate Wednesday* - 8.30a.m. to 12.30p.m.

*These days are subject to change due to government reviews and funding.
(If you arrive early please stay with your child to allow staff to set up the learning environment.)

STAFF
Pre-school Director: Josie Agars
Teachers: Kerri Allen, Kerry Addison,
Early Childhood Workers: Annette Little, Leah Bunney, Laura Reay

SERVICES
Children in their eligible year, that is the year before they start school, may attend up to the equivalent of 15 hours of pre-school per week for 4 terms before school entry.

Pre-school operates across 2 Groups – Monday to Friday
Monday and Tuesday 8.30a.m. - 3p.m. and alternate Wednesday mornings 8.30a.m. - 12.30p.m.
Thursday and Friday 8.30a.m. - 3p.m. and alternate Wednesday mornings 8.30a.m. - 12.30p.m.

Starting and finishing on time will ensure that your child accesses their full entitlement.

Emergency Care: If parents find themselves in an emergency situation and unable to get to the Centre for an extended period at pick-up time, a phone call to us can arrange emergency care.

FEES
Pre-school: $130.00 per term OR $520.00 per year - $20.00 discount is offered on the Yearly fee option

**We request that Term 1 fees are paid prior to your child starting Kindergarten**

If you choose to pay fees term-by-term you MUST pay by the due date shown on the Invoice as fees are vital to supplement our resource and equipment purchases.

Please speak to the Director if you are experiencing difficulties paying your Fees.

Payment of monies: Please place money in an envelope and label it with your CHILD’S Christian and Surname, purpose, and amount, then post it in the pine letter-box inside the Centre OR pay by Direct Debit as per account details on Invoice quoting your child’s Christian and Surname.

GOVERNING COUNCIL
The role of the Governing Council is to oversee the running of the Kindergarten. The Governing Council is comprised of parents, staff and interested members of the community. Meetings are held twice a term to plan events, and to ratify decisions made in consultation with staff, and following Education Department guidelines.

All parents are invited, and encouraged, to become involved in this process.
**SUPPORT SERVICES**

**Child and Youth Health Services:** Appointments are made for children to attend free screening sessions during their kindergarten year. Notes will be posted in your communication pockets when your child is eligible, and sessions are available. They are held at the Seaford Community Centre.

**Dental Care:** The Government provides a free dental service for most preschool children called the Child Dental Benefit Schedule. For more information and locations please visit [www.sadental.sa.gov.au](http://www.sadental.sa.gov.au)

Through discussions with Staff, there are a number of support services such as **Special Education Assessment, Speech Therapy, Child Psychology, Bilingual Support, Special Education and Support, Social Worker** available through DECD.

**POLICIES**

**Priority of Access** - A Priority of Access Policy applies which designates area where enrolling children live and has a criteria for children out of area to be enrolled - please speak with the Pre-school Director for more details.

**Bush Fire Care Plan** - Moana Kindergarten is in a low risk area and has a Bush Fire Care Plan - on days when there is a threat the Pre-school Director puts the policy in place and contacts all parents/caregivers.

**Sun and Heat Protection** - Children **MUST** wear a hat in Term 1 and after 1st September when they are outside. **NO HAT - NO OUTSIDE PLAY** during Term 1 or after the 1st September. Sunscreen should be applied to children at home prior to their session. Sunscreen will be reapplied at lunch time by the lunch carer. Please advise staff if your child has an allergy to sunscreen.

Please ensure that clothing has covering for shoulders - **no shoe-string straps or tank tops.**

No thongs or ‘crocs’.

**Healthy Eating** - Please send fruit or nutritious food for snack time.

**DO NOT** send peanuts, peanut paste or Nutella for your child as other children may have a life threatening reaction to nuts and/or nut products. Cakes, sweets, chocolate coated food, sweet biscuits are also not permitted.

We ask that you provide a named drink bottle containing water for your child each day.

Lunch and snack boxes must be named and should contain an ice pack.

Children do not share snacks. We also have a ‘Nude Food’ policy.

**PLEASE, PLEASE, PLEASE**

- **Lunch:** Children bring their own lunch including a sandwich, or equivalent. Lunches are to be placed on the ‘lunch’ trolley which will be kept inside the air conditioned centre.
- **Fruit:** Fruit or appropriate snacks are required for two ‘fruit’ times during the day - these remain in the children’s bags.
- Send your child with a bag, hat, lunch, water and 2 pieces of fruit every day.
- Label all items your child brings to kindergarten.
- Pack a spare set of clothes for your child in case they need to change.
- Keep children’s toys at home to avoid loss or damage unless specifically requested by staff.
- Dress your child in comfortable, easy to manage clothes and sensible shoes i.e. NO thongs OR ‘crocs’ as they can be dangerous when running, climbing etc.
- Discuss your child’s progress with staff.
- Send empty yoghurt containers, ribbons, cards, paper/cardboard, empty food boxes and wood off-cuts for our construction activities.
- **DO NO send** washing powder, soap or cat biscuit boxes, or toilet roll tubes.

**WASHING**

Each family is asked to have one turn washing smocks, towels and dress-ups. A roster is placed on the inside of the main doors and the named bag of washing is placed by the roll book.