

# Kilkenny Preschool



## *Information Booklet*



Government of South Australia  
Department for Education

## Welcome to Kilkenny Preschool

This booklet aims to provide some information about our preschool.

Kilkenny preschool is a Department for Education [DfE] preschool located on the Kilkenny Primary School site. It is part of the school enabling children and their families to be members of the school community from the prior to school years. The preschool and the school have a close association which allows a familiarity and continuity of schooling from preschool to Year 6.

Full day sessions are offered Monday to Thursday and alternate Friday mornings for children in their eligible preschool year before school entry.



### PRESCHOOL EDUCATORS

The preschool is staffed and funded according to the number of children enrolled and meets the regulation ratio of 1 adult per 10 children, with the required number of ECT's and SSO's. Our nominated supervisor is Alex Narcys, who is the Acting Principal of Kilkenny Primary and Preschool.

Bilingual and Preschool Support funding is available, as needed, to support children with additional needs.



## SESSION TIMES

<b>Mondays &amp; Tuesdays</b>	<b>Wednesdays &amp; Thursdays</b>	<b>Friday mornings</b> <i>(Alternating)</i>
<b>Group A</b> 8:30am- 3.15pm	<b>Group B</b> 8:30am- 3.15pm	<b>AM session</b> 8:30am 12pm (alternate)

## PRESCHOOL FEES

Fees are paid at the beginning of each term. Families will receive an account and this can be paid at the Front Office of the school, or via QKR (see office for details). If you would like to arrange a payment plan, please discuss this with the business manager in the school office.

**Preschool fees: \$150.00 per term**

Preschool fees are used to contribute towards the cost of consumables such as paint, glue, pencils, paper and the various art materials the children use as well as quality learning resources, games and equipment for your children and covers costs such as excursions / incursions.

## PRESCHOOL ROUTINES

Parents and Caregivers are most welcome to stay and join in or visit at any time. We encourage children to take responsibility for organising their own belongings – e.g. packing and unpacking their bags, collecting drink bottles and art work and checking their trays at the end of each session.

It is important that we don't do for children, what they can do for themselves, so they can become independent and develop a sense of being.



To support sustainable practices a lot of our communication is shared via ClassDojo or email. You can download the app on your smart phone to make accessing easier and we will send you an invite to join in the first few weeks of Preschool.

Children are not to be left unattended at drop off before 8.30am and be collected at the end of the preschool session at 3.15pm. If you are not able to meet these times, OSHC is available for children to be booked into. If someone different is picking up your child, it is important to let an educator know and this person must be listed on your authority to collect information. On the odd occasion where you may be

running late please call and let us know. Any child not collected by 3.20pm will be walked over to OSHC and the cost will be at the expense of the parent for this session.

Please let us know if your child is ill or unable to attend preschool.

### WHAT TO BRING TO PRESCHOOL

- a **named** bag
- a **named** lunchbox (including snack and lunch)
- a **named** bottle containing water to drink
- a **named** hat (legionnaire /broad brimmed/bucket – no strings)
- a **named** change of clothes for toileting accidents
- a **named** bag for wet or soiled clothes
- a **named** coat for colder weather and rain boots if you wish

### FOOD POLICY

We have a Healthy Food Supply and Nutrition policy which has further details of what foods are acceptable [**available on the preschool website**

<https://kilkennypre.sa.edu.au> ]. The policy is informed by choices from the **Right Bite** Food and Drink Spectrum which is part of the **Eat Well SA** strategy launched in 2004.



Food and drink have been classified according to their nutritional value, into three categories:

**Green**

**Amber**

**Red**



**Green** - Choose plenty.

**Amber** - Select carefully.

**Red** - Occasionally.

More information is available from the preschool staff or via

[https://www.education.sa.gov.au/sites/default/files/right\\_bite\\_manual\\_colour.pdf?acsf\\_files\\_redirect](https://www.education.sa.gov.au/sites/default/files/right_bite_manual_colour.pdf?acsf_files_redirect)

## SNACK AND LUNCH

Children bring their own lunch box which stays in their bag packed with their snack and lunch, which will be accessed at mealtimes. In hot weather, we suggest the use of an ice brick in an insulated lunch bag to keep the food cool.



Please note that we are unable to heat your child's food due to DfE OH&S regulations. As such, it is best to send food that doesn't require heating. Thank you for your understanding.

### Food Suggestions:

- WE ARE ALLERGY AWARE – where children will be attending the preschool who have extreme **anaphylactic** reactions to food products, we will notify families of any prohibited items to be packed in snack and lunch boxes
- Preferably water to drink – Send in a named bottle.

## Packing a healthy lunchbox

With the unpredictable nature of our day to day lives, preparing and packing a healthy lunchbox can be a difficult task. Finding time to shop and prepare interesting and healthy meals for school lunches can be stressful. But the foods we send to school with our kids can contribute up to 1/3 of their daily intake of nutrients. So it's important to pack a balanced lunch to ensure they're getting the nutrients they need. ([Click here for our lunch box flyer.](#))

### Things you need to know:

#### What is in a balanced lunchbox?

Pack the core 4 + 1 for active kids

- Main Lunch
- Core Snack
- Piece of fruit (seasonal)
- Water with an additional small reduced fat milk drink or 99% fruit juice (aim for <200ml serve) for added variety throughout the day
- +1 Extra snack for active kids



Add extra core snacks or one small 'extra' pre-packaged snack **once a week**.

Keep "occasional" foods such as snack food bars, sweet biscuits, flavoured or coated popcorn and savoury biscuits and chips out of the lunch box. Although they can offer a practical convenient solution for lunchboxes, they should not replace the core snack and should be kept for special occasions. Avoid including the ones with added **confectionery** and opt for wholegrain varieties packed full of whole foods you can see with your eyes.

Below are a few healthy lunch box ideas to inspire you year-round. We always recommend thinking of each lunch box in terms of the five food groups and making sure they're all represented:



- **Dairy:** the foods in this group are excellent sources of calcium, which is important for strong, healthy bones. Not many other foods in our diet contain as much calcium as dairy foods.
- **Fruit:** fruit provides vitamins, minerals, dietary fibre and many phytonutrients (nutrients naturally present in plants), that help your body stay healthy.
- **Grain (cereal) foods:** always choose whole grain and/or high fibre varieties of breads, cereals, rice, pasta, noodles, etc. Refined grain products (such as cakes or biscuits) can be high in added sugar, fat and sodium.
- **Lean meats and poultry, fish, eggs, tofu, nuts and seeds:** our body uses the protein we eat to make specialised chemicals such as haemoglobin and adrenalin. Protein also builds, maintains, and repairs the tissues in our body. Muscles and organs (such as your heart) are made of protein.
- **Vegetables, legumes and beans:** vegetables should make up a large part of your daily food intake and should be encouraged at every meal (including snack times). They provide vitamins, minerals, dietary fibre and phytonutrients (nutrients naturally present in plants) to help your body stay healthy.

Click here for more food ideas: <http://healthy-kids.com.au/10-great-lunch-box-ideas/>

## WHAT TO WEAR

We encourage children to be involved in all preschool activities – painting, pasting, digging, jumping, climbing so children's clothes should be practical and suitable for hard playing and 'messy' situations that they are likely to encounter. We ask that **NO** thongs, platform shoes or long skirts be worn as these are not safe when children are running and climbing. Closed shoes, sandals or sneakers (named) are considered appropriate footwear. Please ensure your child is dressed appropriately for the weather, as we offer outside play all year round.

## SUN SAFE POLICY

Kilkenny Preschool has a **Sun Safe Policy [available on the preschool website]** and children are expected to wear a sun safe hat (wide brimmed, legionnaires, or bucket, **NO** neck strings) that protects the face, neck and ears for outside activities, when the UV is forecast for 3 and above. Hats are not to have any cords hanging from them for safety purposes. Children are required to wear clothing that covers the shoulders (**NO** singlet style tops or dresses) and sunscreen is to be applied before coming to preschool. Sunscreen will be reapplied throughout the day where sun protection is recommended. If your child is sensitive to some products, please provide a suitable bottle of sunscreen labelled for your child.



**Hats are available for purchase at the school office.** If you forget to provide your child with a hat, they will need to stay in designated shaded or inside areas.

## TOILETING

We have a suitable toilet area and children are reminded as necessary to use the toilet throughout the day, however we understand that accidents can happen from time to time, so please ensure your child brings spare clothes in their bag. We would appreciate a wet clothes bag be packed in the event of any accidents or messy play changes.

For occupational health reasons educators are only allowed to give minimal assistance to children who are unable to change themselves. If children soil themselves educators will clean and change the child, but have no washing facilities to clean the dirty clothing. We have a change table available and a Nappy Change procedure. If there are health reasons for a child to require assistance for all toileting a **Continence Care Plan** will need to be provided by your health care professional. Please speak to staff for assistance with this.

## CHILDREN'S BEHAVIOUR

We have a **SITE BEHAVIOUR CODE** [available on the preschool website].

We place a strong emphasis on cooperative, non-aggressive behaviour. Teaching children how to resolve conflicts in a way that does not hurt others is ongoing in our program. We involve the children in developing preschool norms / rules to help empower their understanding. Children are provided with strategies to help them calm down, think about their behaviour, and discuss what choices they could make in future. Educators are there to support the child.



Rather than making a child say “Sorry” if they make a mistake, educators at Kilkenny follow the principles of restorative justice. If your child hurts or upsets another child, they will be asked to check in on that child, and ask what they can do to help solve the problem they have created.

## ITEMS FROM HOME

We request that special toys, figurines, jewellery and valuable items be left at home. We cannot guarantee that items won't get broken or lost.



## DROPPING OFF AND PICKING UP CHILDREN

**You or a nominated adult (named on enrolment form) must attend the preschool at the start and end of the sessions** as you will need to sign an attendance sheet at the beginning and end of each session. If you arrive before the session is due to start (8.30am), please stay with your child until the session begins and you can hand over to a teacher.

**Please ensure that you are on time at the end of the session** as children often become distressed if all the others have been dismissed. It is the preschool's policy that children can only be dismissed to those adults listed on the enrolment form. Do let us know by phone or in writing if another adult is to pick up your child. If your child is not collected by 3.20pm they will be walked over to OSHC and the cost of this session will be at the expense of the family.



**If by odd chance you are going to be late, please ring the preschool (83470039) and let us know as soon as possible.**

## ABSENCES

If your child will be absent for any reason, please notify the educators via classdojo or by calling on **8347 0039**

## CURRICULUM

The preschool offers a diverse program based on Australia's national Early Years Learning Framework. The aim of this document is to extend and enrich children's learning from birth to 5 years and through the transition to school.

The Framework forms the foundation for ensuring that children in all early childhood education and care settings experience quality teaching and learning. Fundamental to the Framework is a view of children's lives as characterized by ***belonging, being and becoming***.

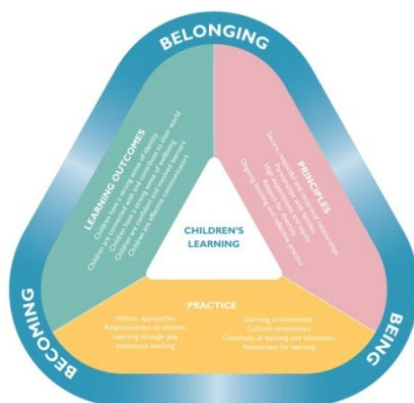


***Belonging*** - knowing where and with whom you belong. Children belong first to a family, a culture group, a neighbourhood and a wider community. Children feel they *belong* because of the relationships they have.

***Being*** - recognises the significance of the here and now in children's lives. Childhood is a special time in life and children need time to just 'be' – time to play, try new things and have fun.



**Becoming** - reflects the process of rapid and significant changes that occur in the early years as young children learn and grow. Children start to form their sense of identity from an early age, which shapes the type of adult they will become.



The Early Years Learning Framework has five learning outcomes that educators have in mind when planning:

- **Outcome 1** - Children have a strong sense of identity.
- **Outcome 2** - Children are connected with and contribute to their world.
- **Outcome 3** - Children have a strong sense of wellbeing.
- **Outcome 4** - Children are confidence and involved learners.
- **Outcome 5** - Children are effective communicators



## COMMUNICATION

We are available at the start of every session for a brief chat. If you have something you would like to discuss with us in-depth, please ring or email to make an appointment. We are able to arrange interpreters if requested in advance.

Educators are available to make individual times to have conversations about a child's learning or other matters. These times can be booked on a as need basis throughout the year.

As mentioned previously, ClassDojo is used as the main communication channel in sharing children's learning and updates about Preschool. We encourage families to interact and comment on this platform to help guide our planning and reflections.



## Learning Journals

Learning journals are a tool for us to be able to capture children's learning and work samples through out the preschool year. We encourage children to take home the book on a regular basis so that they can share their learning and experiences with their families. Comments can be written by families as part of the ongoing cycle of planning, documenting and evaluation. Children are very enthusiastic about collecting work for their books and are proud to share them with their families and their new teacher at school. Families will be provided with a 'Statement of Learning' before their child starts school. This report will provide information about your child's dispositions, strengths and interests. This ensures a continuum of learning and a seamless transition from preschool to school.

## TRANSITION

Throughout your child's time at the preschool, visits to the school and from the school are very much a part of the curriculum. Children have formal school visits as well as regular contact with a 'Buddy Class', visits to the library, attending assemblies and performances, informal walks around the school and kitchen garden.

Formal transition visits will be supported and offered in the term prior to commencement of school (term 4 or term 2).



## LIBRARY

We borrow from the school library fortnightly. Children borrow 1 book each and return on any day before the next borrowing day. Children are provided with a library bag which we ask that you wash on a regular basis.



## SPECIAL OCCASSIONS / BIRTHDAYS

While we appreciate that the children's birthdays are a very special occasion we do not allow or encourage cakes and treats at preschool. Instead, your child may like to choose a special activity for the day.

**Thank you for your support in this area.**

## CHILD YOUTH HEALTH SERVICE

The Child Youth Health Service conducts appointments for hearing and vision checks at the preschool. These are available free of charge and are also held at the Woodville Child and Youth Health Office. Checks are normally held once per term. You will be notified when this service is available for your child.

### THE LOCAL OFFICE FOR OUR DISTRICT;

**Child and Youth Health**

795 Port Road, Woodville

**Phone – 8243 1177**

## HEALTH

If your child is showing signs of being unwell before coming to Preschool, it is important to keep them home for the day.

**Children who have diarrhoea or are vomiting must be kept home for 24 hours after the last episode.**



Please notify educators immediately should your child contract an infectious disease [e.g. measles, chicken pox] or such things as head lice, school sores or scabies. Educators will contact parents should your child become unwell at Preschool.

If your child is needing short term medication administered whilst at preschool we require a doctor signed Medication forms without the required documentation, we will be unable to administer this. **Please give medication to an educator with the relevant consent form for safe storage.** If your child has any allergies or medical conditions, we will work with you to ensure we have a management plan in place to reduce the risks whilst at Preschool.

EpiPens and asthma puffers will be stored in individual pouches with action plans. These are added to our 'Allergy Buddy' pack in the kitchen.

## JUNK / CRAFTING MATERIALS

The items below are always in demand by the children. Please save and bring in any items that you believe would make good craft items.

- Small Plastic Containers
- Cotton Reels, Buttons
- Soft Wood Off-Cuts
- Ribbons, Lace, Material Scraps, Wool
- Greeting Cards, Gift-Wrap, Wallpaper
- Cardboard Boxes and Long Rolls (No toilet paper rolls please)
- Feathers, Gum-Nuts Etc.
- Bottle Tops



## PARENTAL INVOLVEMENT

The educators of Kilkenny Preschool believe that parents and caregivers are a valuable part of the preschool. We encourage you to stay, visit, talk and become involved. Parent helpers need to be within sight of an educator. **If parents wish to volunteer in the preschool they will need to undertake induction training and the relevant screening process. Please speak to educators for further information.**

**You are most welcome to -**

- Join an excursion
- Become a member of the Governing Council
- Read a story (especially around Book Week!)
- Share an interest/skill with the children
- Take a cooking group
- Cut up collage materials
- Play a game
- Sing a song/play an instrument
- Make books with the children
- Help educators
- Support fundraising events
- Make suggestions
- Share a family custom/tradition
- Help clean up
- Come to the library



**PLEASE COME ALONG AND JOIN IN THE FUN!**