



Parent Information

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Parklands Drive Early Education and Kindergarten:

This parent information factsheet is aimed to give you an initial understanding of our Centre, the new changes and renovations; our philosophy of care and education and our new curriculum programs.

At **Parklands Drive Early Education and Kindergarten** we welcome families to visit the Centre and spend time with the Director and Educators. Upon enrolment parents will be provided with a comprehensive parent handbook, discuss Centre policies and procedures and gain a full understanding of our routines.

Parklands Drive Early Education and Kindergarten is a family operated long day Child Care Centre committed to providing a very high standard of care and education in partnership with the educators, families, communities and our children. The Centre is designed for **74 children from 15 months to school age. Hours of operation: Monday-Friday 6.30am – 6.30pm, 52 weeks per year** (except public holidays). Our next goal is to open a newly built Nursery catering for babies from 6 weeks old in the next coming months. A very exciting project! The Centre is registered as an Approved Provider of Early Childhood Services by the Office of Early Childhood Education and Care (OECEC) under the Education and Care Services National Law 2010. The Centre also maintains Policies and Procedures, which are based on the Education and Care Services National Law and Regulations. We look forward to welcoming you into our Centre and building quality relationships.

From Vikas and Harpreat:

We would like to introduce ourselves as the new Approved Providers. The Centre has served the community for over 20 years and the credit of its longevity goes to long serving staff and the close knit community. We are committed to bringing a fresh new perspective in developing a strong sense of learning and education by creating a stimulating learning environment. We want to enhance the wellbeing of our children by extending quality care, which will assist them in developing a strong sense of belonging and identity in our richly multicultural society. Since taking over the business in June 2013, we are eager to share with families our exciting new refurbishments and resources that **Parklands Drive Early Education and Kindergarten** has to offer.

Cait, our Certified Provider/ Centre Director has a long experience of working with the Department of Education as lead early childhood teacher and in addition Cait also holds a double degree in Bachelor of Education and Early Childhood and a Masters Degree in Child Developmental Psychology. The Centre has begun to provide a Queensland Government approved Kindergarten Program taught by Lorin, a fully qualified kindergarten and music teacher. The Centre boasts of having all Certified Educators/Group Leaders (Chris, Angela, Kym, Sharon and Lee) with Advanced Diploma or Diploma in Childcare with many years of experience. All Educators are well supported by the Assistants (Kathryn, Andrea, Keri, and Anne) with Certificate III level educational qualifications.

Educational Vision and Learning Curriculum:

At Parklands Drive Early Education and Kindergarten we believe that setting great foundations in the early years will enable each child to have a confident and successful journey ahead. Children develop best when they are provided with a physically comfortable, nurturing and safe learning environment. We believe parents are happiest when they trust their child is safe and well cared for each day. At Parkland Drive you can be assured these expectations are met at all times. Our ongoing commitment will be guided by the **Early Years Learning Framework** and the **National Quality Framework**. Our vision of '**Belonging, Being and Becoming**' is to ensure all children within our care are able to develop to their full potential in an environment of love, care, respect, strong relationships and learning. Children's earliest development and learning takes place through relationships; particularly within their families, who are children's first and most influential educators. As children participate in everyday life, they develop interests and construct their own identities and understandings of the world. Our educators facilitate learning through play by allowing our children to have variety of spaces to play, access to a range of meaningful resources and reflecting on supervised uninterrupted time to explore through play.

Some of our Kindergarten objectives include encouraging children in cultivating relationships with our guinea pigs (Daisy and Leela), chickens (Betty and Veronica) and fish (Bubbles). This enables children to foster a caring approach and a sense of responsibility. The natural outdoor landscapes include elements of natural grass, sand and vegetable gardens to offer sensory experiences for children to explore and bond with nature. We believe that our environment and new educational resources will promote curiosity and creativity for our children.

Photo Journals document children's individual learning journeys. We do encourage parents' input when planning for specific needs of each child. Parents' can take these portfolios home to share the experiences. We do encourage parents' input when planning for specific needs of each child.



Centre Environment:

Custom built with expansive indoor and outdoor areas. The interior buildings have high ceilings, large rooms with air conditioning and windows to allow natural light and fresh air. The wooden laminated flooring protects our children from dust mites from otherwise carpet floorings. The newly landscaped outdoor area provides:

- Separate playing area for young children up to 2 years
- Bike track with ample space for obstacle course
- Covered sand pit
- Covered play fort on a safe matting
- Vegetable garden
- Animal enclosure for guinea pigs and chickens

Children should arrive dressed ready for play. Clothing that washes and wears easily for messy activities such as painting and sandpit play are highly recommended. We also encourage parents to pack a spare set of clothes just in case. During outdoor play to avoid unnecessary sun exposure we encourage parents not to dress their children in singlet's or shoe string dresses. But to provide clothing that has a back and sleeves to ensure protection. We recommend that you apply a broad spectrum sunscreen 30+ before arrival. Staff apply 30+ sunscreen 20 minutes before outdoor play and this is reapplied regularly throughout the day. Older children are encouraged to apply their own sunscreen under supervision. At Parklands Drive Early Education and Kindergarten we have a 'no hat no play in the shade' policy in place. The Centre does have spare bucket or legionnaire hats for children to borrow whilst here on an occasion where their own hat is forgotten. These are laundered daily. The Centre displays safe sun smart information in the foyer.

What to bring to the Centre:

- a school bag which fits into a cube locker
- a bucket hat, clearly named
- 1-2 complete changes of clothes
- sheet set, cot size in a bag (blanket for cooler months)
- a healthy and nutritious lunch (see Centre Health and Nutrition Policy with staff) in a small lunch box to fit in fridge. Including morning and afternoon tea fruit.
- if not toilet trained at least 6 nappies
- if toilet training at least 5 trainer pants
- bibs, bottles for feeding, sipping cup if used at home (named)

Please do not bring from home – toys, toy weapons, **unnamed** clothing or hat. Please do not bring any lollies, nuts (**we are a nut free service**), chewing gum or packet chips. We ask that children attend the Centre with covered shoes on, particularly in Winter.

Safety:

Parklands Drive Early Education and Kindergarten is entrusted with the care of young children and the staff working there. We have the responsibility to ensure that our Centre has contingencies in place for as many emergency or hazardous scenarios' as possible to ensure the potential for harm is minimized. Policies include: Anaphylaxis, Asthma management, bomb, arson and extortion, child protection, dental health, health and hygiene, immunisation, medication, nutrition, poisonous plants, sun protection. Full lists of our policies are available at reception.

Fees Structure:

Our fees are based upon the age grouping of children. Toddler full day fees (Kookaburra) are \$69. Koala, Possum and Platypus enrolments (older children rooms) are \$67.50.

Management reserves the right to change the fee structure at any time.

The Centre offers all families enrolled at our service access to CCB (Child care Benefit). This is a percentage base determined by the Government to calculate how much assistance they will pay towards your child care fees. Most families are entitled to a % of fee relief. It is the family's responsibility to apply for this subsidy, the centre then is able to charge you at a discounted rate. For more information on CCB please visit their website at www.humanservices.gov.au

Fees are expected to be paid in advance by two weeks. Because your child occupies a permanent booking at the Centre fees are payable for ALL booked days, including absences and public holidays. This ensures your place is always reserved.

Please see reception for further details pertaining to fee structures, CCB, holidays and enrolments.

We thank you for taking the time to visit Parklands Drive Early Education and Kindergarten. We are enormously proud of the facilities we offer and the high level of care and education offered. Please feel welcome to visit the Centre again or to make enquiries in regards to enrolments.