



The Cathedral School
of St Anne & St James
TOWNSVILLE

The Cathedral School

Early Learning Centre



*A journey
of discovery*

from 6 weeks to school age

K[✓]ndergarten
Approved Program



Queensland
Government



Early Learning Centre

The Early Learning Centre is an integral part of The Cathedral School's commitment to providing children with the best possible environment in which to explore, learn and grow.

Children from 6 weeks to school age are able to participate in age-appropriate programs under the watchful eye of professional and caring staff. With an emphasis on learning through play and positive social interactions with peers, children begin developing the framework for a life-long educational journey.

PHILOSOPHY STATEMENT

The Cathedral School's Early Learning Centre aims to provide a safe, caring and Christian environment which fosters and supports the learning and personal development of each child.

Learning is seen as a partnership and shared responsibility between the Centre, family and student. A climate of mutual trust and respect is created through open, positive communication between staff, parents and children.

DAILY PROGRAM

As children progress through their early childhood years, they undertake a journey of discovery. Each day in the play-based early childhood program brings exciting new experiences which gradually build their understanding of the world and their place in it, and develop their confidence to participate in this world.

The daily program is structured to include both indoor and outdoor play, group and individual activities, teacher-directed and child-initiated activities, plus supervised meal times and rest time for all children, according to their age and requirements.

ACCREDITATION

The Early Learning Centre operates an approved service under the Education and Care Services National Law Act 2011. The Centre meets government requirements regarding activities, programming, staff qualifications and child-staff ratios according to the current legislation.

Assessments of the service are conducted by the regulatory authority - the Australian Children's Education and Care Quality Authority (ACECQA) - against the National Quality Standard and National Law to ensure that the quality of education and care is being maintained.

HOURS OF OPERATION

The Centre is open from 7.00am to 6.00pm for 50 weeks of the year. It is closed on weekends and public holidays, and there is a two-week closure around Christmas each year. The dates of the closure depend on when Christmas falls.

CONTACT DETAILS

Street Address: 154 Ross River Road, Mundingburra Qld 4812
Postal Address: P.O. Box 944, Aitkenvale Qld 4814
Web Address: www.cathedral.qld.edu.au
The Cathedral School Reception: 4722 2000
Early Learning Centre Reception: 4722 2093
Nominated Supervisor: Mrs Rosemarie Campbell: 4722 2093
Email: elc@cathedral.qld.edu.au



Educational Framework

The curriculum in the Early Learning Centre is in line with the National Quality Framework. The curriculums used include:

- The Early Years Learning Framework for Australia, and
- The Queensland Kindergarten Learning Guideline for Kindergarten students

The Early Years Learning Framework aims to extend and enrich children's learning from birth to five years, while the Kindergarten Curriculum is specifically designed to enrich children's learning in the year prior to their entry to school.

In the Early Learning Centre, specific age-appropriate programs are prepared and implemented by qualified, dedicated staff who actively nurture each child's physical, social, emotional, cognitive and creative development.

DISCOVERERS (6 WEEKS TO 15 MONTHS)

From their earliest days, babies are discovering things about themselves and the world around them. They learn through sensory play in a well-resourced environment that stimulates their development. Caring staff follow the necessary routines to ensure a smooth transition for each child from home to the Centre.

EXPLORERS (15 MONTHS TO 2 YEARS)

For toddlers, play is the way they learn about themselves and the world. Through their explorations, they begin to master many fundamental physical, social and intellectual skills and concepts. Qualified staff foster this play in a nurturing environment, giving children the confidence to explore and grow.

INVESTIGATORS (2 YEARS TO 3 YEARS)

Children learn by doing. At this stage of their development, children will be offered high quality play experiences that support their natural quest to find out 'why'. The planned activities allow them to investigate new concepts and give them opportunities to be responsible, to make choices and to be challenged in the friendly play-centred program.

CREATORS (2.5 YEARS TO 3 YEARS)

The world of play develops into planned and experimental exploring, problem-solving, imagining and creating. The educational leaders provide experiences that support initiative, creativity and self-esteem. Children are encouraged to make play safe, fair, just and equitable for all participants.

INVENTORS (3 YEARS TO 4 YEARS)

As children develop the capacity to pretend, their imagination enables them to invent a fictional world where they can explore roles and relationships. Through such activities, friendship groups are formed, power relationships are negotiated and life experiences are examined. Such symbolic play is crucial in supporting children's developing literacy.

KINDERGARTEN PROGRAM (3.5 YEARS +)

In Kindergarten, the focus is on child-centred activities which foster Identity, Connectedness, Wellbeing, Active Learning and Communicating. Working alongside children, qualified early childhood teachers initiate opportunities for them to express their thoughts and ideas, to test their theories and to reflect upon their thinking. This year is an ideal preparation for the school-based Prep year.

Kindergarten entry age is related to the government-regulated Prep entry age (i.e. 4 ½ years at 31 December prior to starting Prep).

Date of Birth	Kindergarten	Prep
July 2009 – June 2010	2014	2015
July 2010 – June 2011	2015	2016
July 2011 – June 2012	2016	2017
July 2012 – June 2013	2017	2018
July 2013 – June 2014	2018	2019

Children may attend Kindergarten for full day or school hours only in a 3, 4 or 5 day program.



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How to apply

Please complete all details on the Early Learning Centre Registration Form and return it to the school with a copy of the child's birth certificate and the Registration Fee (\$25). Your application will be acknowledged and your child's name will be placed on the Wait List.

The position of your child on the Wait List is linked to these factors:

- the child's date of birth
- the date the application is received
- the family's connection with The Cathedral School (siblings or other family members at the school)
- the Australian Government's Priority of Access Guidelines

When there is the likelihood of a position becoming available for your child, we will contact you to:

- complete a detailed Enrolment Form
- attend an interview with the Nominated Supervisor
- provide the child's original birth certificate and immunisation records for sighting/copying
- pay the Confirmation Fee (\$75) within 14 days of being offered a place in the Centre.

Most placements will commence from January, but there are sometimes vacancies during the year which may be filled from the Wait List. Places offered in the ELC will be for specific days, and are not transferable.

Please note: Enrolment in the Early Learning Centre does NOT guarantee your child a place at The Cathedral School – a separate application is required.

If you want your child to attend The Cathedral School from Prep onwards, please contact the School Registrar as soon as possible for an Application Form.

It is never too early to apply!

EARLY LEARNING CENTRE FEES

Valid at 1 January 2014

Enrolment Fees		
Registration Fee	Administration fee – no refunds	\$ 25
Confirmation Fee	Administration fee – no refunds	\$ 75
Daily Program Fees		
Early Years (Level 1)	6 weeks – 2 years	\$82
Early Years (Level 2)	2 years – 4 years	\$78
Kindergarten	Full day program	\$78
Kindergarten	School hours only	\$60

Fees are set annually and take effect on 1 January, but the School Board reserves the right to change the fees if necessary during the school year. Parents will be advised in writing at least one month before a new fee structure comes into effect.

FEE PAYMENTS & GOVERNMENT ASSISTANCE WITH CHILD CARE FEES

The Cathedral School Early Learning Centre is an 'approved' child care provider, so parents can access government assistance to help with the cost of child care. All Australian residents using child care provided by approved providers are eligible for a Child Care Rebate (CCR). Some families may also be eligible for a Child Care Benefit (CCB) which is a means tested income payment, assessed by Centrelink.

Fees are charged for days booked and are applied to parents' accounts each week. From 2014, all payments will be processed electronically using the bank or credit card details provided by parents. Families can select a weekly, fortnightly or monthly payment arrangement.

There are no refunds for booked days that are not used (including public holidays), and we are unable to provide make-up days for your child in place of the days they have been absent.

If you require any further information, please contact the Centre:
Email: elc@cathedral.qld.edu.au
Phone: 4722 2093